

***Support your local merchants.***

**AGENDA  
REGULAR SESSION  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, JULY 16, 2014 at 6:30 P.M.**

Note: Council member(s) may attend Council Sessions either in person or by telephone, video, or internet conferencing.

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) Council Hears Planning & Zoning Matters – June 25, 2014
    - 2) Regular Session – June 18, 2014
    - 3) Special Session – June 13, 2014
    - 4) Special/Work Session – June 11, 2014
  - b) **Set Next Meeting, Date and Time:**
    - 1) July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
    - 2) July 30, 2014 at 5:30 p.m. – Work Session
    - 3) August 6, 2014 at 6:30 p.m. – Regular Session
    - 4) August 13, 2014 at 5:30 p.m. – Work Session
    - 5) August 20, 2014 at 6:30 p.m. – Regular Session
    - 6) August 27, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible approval of request \$18,725 from the FY 2013/14 Contingency Budget line item into the Maintenance Department to cover replacement of the pump at Butler Park and tree trimming and maintenance on Town-owned property on McCracken Lane. Staff Resource: Mike Showers**
  - d) **Possible authorization for the Library to open on Mondays and extend operating hours on Fridays and Mondays at no additional cost. Staff Resource: Kathy Hellman**
  - e) **Possible authorization for the Marshal to submit a grant to FY 2014-2015 Arizona Companion Animal Spay and Neuter Committee in the amount of \$20,000. This grant requires no match and will be used for sterilizing dogs and cats. Staff Resource: Marshal Gardner**
  - f) **Possible direction to the Arizona Department of Revenue to remove the 007, 008, and 009 business class lines from the Town’s Transaction Privilege Tax (TPT) Report. These codes do not apply and do not change the Model City Tax Code. Staff Resource: Mike Showers**
5. **Special Announcements and presentations:**
  - **Proclamation declaring August 1 through August 31, 2014 as “Drowning Awareness Month”.**
6. **Call to the Public for Items not on the Agenda.**
7. **Discussion, consideration, and possible appointment of a member to the Planning & Zoning Commission to the term that expires in January 2017. Applicants are James Binick, Alan Buchanan, Bob Burnside, and Theresa Helm. Staff Resource: Deborah Barber**

8. **Public Hearing, followed by discussion, consideration, and possible approval of the FY 2014/15 Debt Levy Certification to Yavapai County in the amount of \$810,043, acting as the Trustee to the Camp Verde Sanitary District.** Staff Resource: Mike Showers
9. **Public Hearing, followed by discussion, consideration and possible approval of the "Town of Camp Verde FY2014-15 Sewer Fees".** Staff Resource: Mike Showers
10. **Public Hearing, followed by discussion, consideration, and possible approval of Resolution 2014-921, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, renaming North River View Drive in Camp Verde due to confusion with two other names the same in Yavapai County and in the Camp Verde Fire District.** Staff Resource: Jenna Owens
11. **Update and discussion of the Library Committee's work on issues related to design, construction and price.** Staff Resource: Russ Martin

Mayor German requested item #12:

12. **Discussion, consideration, and possible direction to staff or the Mayor relative to possible participation in the proposed Verde Valley Advisory Committee to the Yavapai College District Board as submitted by Yavapai College Verde Valley District Board Representatives.**
13. **Call to the Public for items not on the agenda.**
14. **Council Informational Reports.** These reports are relative to the committee meetings that Council members attend. The Committees are Camp Verde Schools Education Foundation; Chamber of Commerce, Intergovernmental Association, NACOG Regional Council, Verde Valley Transportation Planning Organization, Yavapai County Water Advisory Committee, and shopping locally. In addition, individual members may provide brief summaries of current events. The Council will have no discussion or take action on any of these items, except that they may request that the item be placed on a future agenda.
15. **Manager/Staff Report** Individual members of the Staff may provide brief summaries of current events and activities. These summaries are strictly for informing the Council and public of such events and activities. The Council will have no discussion, consideration, or take action on any such item, except that an individual Council member may request that the item be placed on a future agenda.
16. **Adjournment**

Posted by: *O. Jones*

Date/Time: *7-10-2014 3:00 p.m.*

Note: Pursuant to A.R.S. §38-431.03.A.2 and A.3, the Council may vote to go into Executive Session for purposes of consultation for legal advice with the Town Attorney on any matter listed on the Agenda, or discussion of records exempt by law from public inspection associated with an agenda item.

The Town of Camp Verde Council Chambers is accessible to the handicapped. Those with special accessibility or accommodation needs, such as large typeface print, may request these at the Office of the Town Clerk.

4.2

**DRAFT MINUTES  
COUNCIL HEARS PLANNING & ZONING MATTERS  
MAYOR AND COUNCIL  
473 S MAIN STREET, SUITE 106  
WEDNESDAY, JUNE 25, 2014 at 6:30 P.M.**

**Minutes are a summary of the discussion. They are not verbatim.  
Public input is placed after Council discussion to facilitate future research.**

1. **Call to Order**  
Mayor German called the meeting to order at 6:30 pm.
  
2. **Roll Call**  
Mayor Charles German, Vice Mayor Jackie Baker, Councilors Bruce George, Brad Gordon, Jessie Jones and Robin Whatley were present. Absent: Councilor Carol German.  
  
**Also Present:**  
Town Manager Russ Martin, Community Development Director Mike Jenkins, Asst. Planner Jenna Owens, and Recording Secretary Marie Moore
  
3. **Pledge of Allegiance**  
Councilor Whatley led the pledge.
  
4. **Consent Agenda** – All those items listed below may be enacted upon by one motion and approved as consent agenda items. Any item may be removed from the Consent Agenda and considered as a separate item if a member of Council requests.
  - a) **Approval of the Minutes:**
    - 1) Executive Session – June 13, 2014 (recorded)
  - b) **Set Next Meeting, Date and Time:**
    - 1) July 2, 2014 at 6:30 p.m. – Regular Session – Cancelled
    - 2) July 9, 2014 at 5:30 p.m. – Work Session
    - 3) July 16, 2014 at 6:30 p.m. – Regular Session
    - 4) July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
  - c) **Possible authorization to hire a contractor through the Job Order Contract process to install culverts on Industrial Drive at Gaddis Wash for an amount not to exceed the amount remaining in the Stormwater Budget of \$14,900. This is an unbudgeted item. Staff Resource: Ron Long/Russ Martin**
  - d) **Possible approval of a contract with John Lamb for Magistrate services, to include payment for services and term of contract. Staff Resource: Russ Martin**

On a motion by George seconded by Gordon council voted unanimously to approve the consent agenda with the exception of 4 C.

Vice Mayor Baker stated that this item is in fact a budgeted item in the storm water budget and there is a possibility is could cost slightly more than the amount listed.

On a motion by Baker, seconded by George, council voted unanimously to approve the consent agenda item 4 C.
  
5. **Special Announcements and presentations:** There are no special announcements or presentations.
  
6. **Call to the Public for Items not on the Agenda.**  
There was no public input.

7. **Public Hearing, followed by discussion, consideration, and possible approval of Resolution 2014-917, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, an application submitted by Rob Witt, agent for Tierra Verde Holdings, LLC., owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential, 2-acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Highway at Arena del Loma. Staff Resource: Mike Jenkins**
- **Call for STAFF PRESENTATION**
  - **Declare PUBLIC HEARING OPEN**
  - **Declare PUBLIC HEARING CLOSED**
  - **Call for COUNCIL DISCUSSION**

On a motion by Baker seconded by George, the Council voted by majority to approve Resolution 2014-917, a resolution of the Common Council of the Town of Camp Verde, Arizona, Yavapai County, an application submitted by Rob Witt, agent for Tierra Verde Holdings, LLC., owner of parcel 404-18-181D requesting a Minor General Plan Amendment to go from Rural Residential, 2-acre minimum to Commercial for approximately 24.95 acres located on Montezuma Castle Highway at Arena del Loma. Whatley opposed.

Jenkins presented and referred to a PowerPoint presentation, which is attached and becomes a permanent part of this record. Jenkins explained that staff determined this request to be a minor general plan amendment based on Council-approved criteria.

**PUBLIC HEARING DECLARED OPEN:**

Rob Whitt, representative for the applicant provided extensive demographic information of the Town of Camp Verde, and several other communities. He advised that 30% of our citizens live below the poverty level, while 75% of the schoolchildren qualify for subsidized lunches. Capitalizing on the disproportionate disparity, Whitt suggested that it is vital to improve our economy for the working families. To accomplish this, there must be commercial opportunities available. He also noted that the gateways in successful communities are lined with commercial activities to entice visitors. He encouraged Council to approve the requested change, noting that commercial activity in the area would not negatively affect the neighbors, as they are located quite a distance from the project.

Ben Bassous spoke of growing up in Camp Verde and his college experience out of state. Bassous stated when he came home from college there were more businesses that had gone out of business than any built. Bassous stated that he knows several people who have to leave the town to find work to make a living. He felt that changing this commercial property would bring opportunity for growth.

John McReynolds, 40-year resident of Camp Verde, stated he felt that the intent is to better the community. He felt that the community should be proud of what John Bassous has done for this town in the past and this is a positive way to improve the local economy. McReynolds stated his favoritism towards this amendment.

Pete Roulette expressed his support of the change. Roulette indicated that this change would directly affect him personally due to living in the neighborhood, and although it is not his first choice place, it is in the best interest of the town.

John Bassous conveyed his intentions with the proposed change, assuring Council that his considerations are for the benefit of the community.

**PUBLIC HEARING DECLARED CLOSED:**

Gordon, noting that numerous public hearings and input indicated that this area was prime for commercial development, stated that his concern would be how far the commercial land would extend for the protection for

the surrounding residents.

Jenkins explained that such a change would take place as a major general plan amendment, which happens once a year. The intent of the zoning district is to have less intense commercial businesses that are compatible with residential areas.

Gordon inquired about the difference between C2 and C3 zoning and residential property and Jenkins explained the difference.

Whatley inquired what would happen with the remaining 67 acres and asked if there would be more amendment requests.

Jenkins indicated that it would require a major General Plan amendment regardless of the acreage requested for change.

Whatley indicated her concerns about additional properties requesting the same change from Montezuma Castle to Circle K, potential lighting issues and problems with road widening.

Jenkins clarified for Council that should this be approved, potential businesses would have to meet the criteria set forth by the Community Development Department.

Jones read an article from the newspaper referencing Cottonwood and their planning and success for drawing out of town tourists, which could be bringing revenue to the Town of Camp Verde, Arizona. Jones expressed her support of the change and felt it was a step in the right direction.

Vice Mayor Baker thanked the applicant for his care toward the community and inquired if there was any consideration or interest in development.

Bassous indicated there has been nothing established as of yet, there has been dialogs with doctors, restaurants, and several professional services.

Whatley felt this request should have been addressed as a general plan amendment rather than a minor amendment.

Mayor German stated that this town has been planning for years to grow this community, but to continue to do the same thing and expect change is insane. German indicated that this is an opportunity for growth and a start on the right track for economic growth in the community. German stated that residents must put aside their personal wants for the betterment of the community.

8. **Public Hearing, followed by discussion, consideration, and possible approval of Ordinance 2014-A395, an ordinance of the Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting an Amendment to the Zoning Map of the Planning & Zoning Ordinance for parcel 404-18-181D consisting of approximately 24.95 acres from Residential (Single-Family Limited) and Residential (Single-Family) to a zoning of C2 (Commercial: General Sales & Services). Location of property is Montezuma Castle Highway at Arena del Loma. Staff Resource: Mike Jenkins**
- **Call for STAFF PRESENTATION**
  - **Declare PUBLIC HEARING OPEN**
  - **Declare PUBLIC HEARING CLOSED**
  - **Call for COUNCIL DISCUSSION**

On a motion by Baker seconded Gordon by council voted by majority to approve Ordinance 2014-A395, an ordinance of the Common Council of the Town of Camp Verde, Yavapai County, Arizona adopting an Amendment to the Zoning Map of the Planning & Zoning Ordinance for parcel 404-18-181D consisting of

approximately 24.95 acres from Residential (Single-Family Limited) and Residential (Single-Family) to a zoning of C2 (Commercial: General Sales & Services). Location of property is Montezuma Castle Highway at Arena del Loma. Whatley opposed

Jenkins read the recommendation from the Planning and Zoning Commission and indicated their unanimous approval to the Council.

Baker referenced the Planning and Zoning Minutes and the clarity she received and acknowledged that Commissioner Hough originally was opposed but had changed his mind after the presentation and made the motion

**PUBLIC HEARING DECLARED OPEN:**

Rob Whitt indicated that he would refer the Council to the previous PowerPoint presentation from Item 7.

**PUBLIC HEARING DECLARED CLOSED:**

George stated that the Council states to the public they are in favor of business growth and this is the opportunity to show that to the public.

9. **Public Hearing, followed by discussion, consideration, and possible approval of Ordinance 2014-A396, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an Amendment to the Zoning Map of the Planning & Zoning Ordinance for parcel 403-22-019H, consisting of approximately 4.13 acres from C2 (Commercial: General Sales & Service) to a zoning of C3 (Commercial: Heavy Commercial). Location of property is on parcel 404-22-019H on the West side of State Route 260, North of I-17, approximately .39 miles on parcel 403-22-019H. Staff Resource: Mike Jenkins**

- **Call for STAFF PRESENTATION**
- **Declare PUBLIC HEARING OPEN**
- **Declare PUBLIC HEARING CLOSED**
- **Call for COUNCIL DISCUSSION**
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On a motion by Whatley, seconded by George the Council voted unanimously to approve Ordinance 2014-A396, an ordinance of the Town of Camp Verde, Yavapai County, Arizona, adopting an Amendment to the Zoning Map of the Planning & Zoning Ordinance for parcel 403-22-019H, consisting of approximately 4.13 acres from C2 (Commercial: General Sales & Service) to a zoning of C3 (Commercial: Heavy Commercial). Location of property is on parcel 404-22-019H on the West side of State Route 260, North of I-17, approximately .39 miles on parcel 403-22-019H

Owens presented a PowerPoint presentation to Council, which is attached and becomes a permanent part of the record. Owens, referring to the attached staff report, described the property and proposed amendment.

**PUBLIC HEARING DECLARED OPEN:**

Rob Whitt noted the revenue opportunity that this amendment would bring to the town and the potential growth that other business owners will desire to be in the location.

Jim Bachelor, owner of Vince's Auto Body stated there is currently \$6 million in collision repair that goes to Cottonwood with potentially \$3 million coming from the Camp Verde area.

George inquired about the storage of damaged vehicles and the view of the building.

Bachelor indicated that the building is specifically designed to contain the vehicles that will be there and stated that vehicles do not generally stay longer than 1 month. He advised that currently employs six Camp Verde residents and indicated that noise produced from his shop is no louder than an air conditioning Unit.

John Bassous expressed how impressed he was from the quality and condition of the current shop and favoritism toward the employment of local residents.

John McReynolds spoke of his experience with body shops and indicated the cleanliness and professionalism

Jones expressed her favoritism toward the growth and expansion in the community.

Whatley also expressed her favor toward growth and expansion on Hwy 260.

10. **Discussion, consideration, and possible nomination of a member of Council or staff as a candidate for possible election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill a 4-year term that expires in 2018.** Staff Resource: Russ Martin

Martin explained that this is an elected position that Vice Mayor Baker currently holds and that she has no objection to continuing another 4-year term.

On a motion by Gordon seconded by Whatley, Council unanimously nominated Baker as the member of Council for possible election to the Arizona Municipal Risk Retention Pool (AMRRP) Board of Trustees to fill a 4-year term that expires in 2018.

11. **Call to the Public for items not on the agenda**

John McReynolds gave accolades to staff and Council for their constant hard work for the community.

12. **Council Informational Reports.**

Jones, George, and the Mayor attended the AZ Highways breakfast meeting.

Gordon attended the Verde Valley Fire Department meeting and advised that they are currently balancing their fiscal budget.

Whatley attended a meeting at the Marshals office in preparation for the July 9 meeting regarding water.

13. **Manager/Staff Report**

Martin advised that the library was hosting a meeting and encouraged the Council Members to meet with Library Director Kathy Hellman for updates. Martin reminded Council that there would not be a July 2<sup>nd</sup> meeting and there would be a June 30<sup>th</sup> joint work session with the Planning & Zoning Commission.

14. **Adjournment**

The meeting adjourned at 8:07 pm.

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Charles German, Mayor

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Marie Moore, Recording Secretary

#### **CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special/Work Session of the Town Council of Camp Verde, Arizona, held on June 25, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Deborah Barber, Town Clerk

**DRAFT MINUTES  
REGULAR SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. MAIN STREET- ROOM 106  
WEDNESDAY, JUNE 18, 2014 at 6:30 P.M.**

Minutes are a summary of the discussion. They are not verbatim.  
Public input is placed after Council discussion to facilitate future research.

**1. Call to Order**

Mayor German called the meeting to order at 6:30 p.m.

**2. Roll Call**

Mayor German, Vice Mayor Jackie Baker, and Councilors Bruce George, Carol German, Brad Gordon, and Jessie Jones were present. Councilor Robin Whatley was absent.

**Also Present**

Town Manager Russ Martin, Library Director Kathy Hellman, Finance Director Michael Showers, Town Clerk Deborah Barber, and Recording Secretary Lynn Riordan.

**3. Pledge of Allegiance**

Mayor German led the pledge

**4. Consent Agenda**

**a) Approval of the Minutes:**

- 1) Regular – June 4, 2014
- 2) Council Hears Planning & Zoning Matters – May 28, 2014

**b) Set Next Meeting, Date and Time:**

- 1) June 25, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters
- 2) July 2, 2014 at 6:30 p.m. – Regular Session
- 3) July 9, 2014 at 5:30 p.m. – Work Session
- 4) July 16, 2014 at 6:30 p.m. Regular Session
- 5) July 23, 2014 at 6:30 p.m. – Council Hears Planning & Zoning Matters

**c) Approval of Intergovernmental Agreement for Elections Services with Yavapai County Recorder.**  
Staff Resource: Deborah Barber.

**d) Approval of Resolution 2014-925, a Resolution of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona authorizing the execution and delivery of all instruments necessary to consummate the purchase of Rights-of-Way located on Cliff House Drive.** Staff Resource: Ron Long.

**e) Approval of request to move the School Resource Officer Budget lines from the Federal Grant Fund to the Non-Federal Grant Fund for FY2014-15.** Staff Resource: Mike Showers

**f) Approval of extension of contract for Judge Harry Cipriano from June 30, 2014 through September 1, 2014.** Staff Resource: Russ Martin.

**g) Authorization for the Manager to sign a Letter of Agreement with the Town of Prescott Valley for the delegation of an appeal relative to an employment matter, pursuant to Section 5-6-7.C of the Personnel Manual.** Staff Resource: Russ Martin.

On a motion by Vice Mayor Baker, seconded by Councilor Gordon, the Council unanimously voted to approve the Consent Agenda, excepting item 4c.

Councilor George requested clarification of costs associated with item 4c, Intergovernmental Agreement for Elections Services with Yavapai County Recorder. Town Clerk Deborah Barber advised the council of legislative changes for council elections and clarified the costs associated with the same.

On a **motion** by Councilor George, seconded by Vice Mayor Baker, the Council unanimously voted to approve the Consent Agenda, item 4c, approving an Intergovernmental Agreement for Elections Services with Yavapai County Recorder

5. **Special Announcements and presentations:**

**Mayor German announced a proclamation declaring June 30 as a day to remember all the Granite Mountain Hotshots that gave their lives in the line of duty.**

6. **Call to the Public for Items not on the Agenda.**

Sebra Choe invited the Mayor and Council Members to attend a round table discussion presented by Spur Ventures on June 25, 2014. Ms. Choe provided the Mayor and Council with a hand-out/flyer.

a. **Discussion, Consideration and Appointment of a Magistrate to replace Judge Cipriano. Candidates for the position are John Lamb, Ronald Ramsey, and Anthony Weber.** Staff Resource: Mayor and Council.

On a **motion** by Councilor Gordon, seconded by Councilor George, the Council unanimously voted to appoint John Lamb as Magistrate for the Camp Verde Municipal Court.

Councilor Gordon stated that he was involved in the interviews of all three candidates, and found that all candidates were highly qualified.

7. **Public Hearing/Approval of a liquor license application for Chateau Tumbleweed, located at 4626 Old Highway 279, Unit B in Camp Verde.** Staff Resource: Deborah Barber.

On a **motion** by Vice Mayor Baker, seconded by Councilor George, the Council unanimously voted to approve the application for a new liquor license for Chateau Tumbleweed, located at 4626 Old Highway 279, Unit B in Camp Verde.

Deborah Barber advised the application for a new liquor license for Chateau Tumbleweed was posted pursuant to law and the Town did not received any comments for, or against, approval of the license.

Public comment: Owner, Joe Bechard addressed the Mayor and Council in support of approval of a new liquor license for Chateau Tumbleweed. Steve Goetting addressed the Mayor and Council in support of approval of a new liquor license for Chateau Tumbleweed. Tom Pitts addressed the Mayor and Council in support of approval of a new liquor license for Chateau Tumbleweed.

8. **Discussion and approval of the Town of Camp Verde FY2014-15 proposed tentative budget.** Staff Resource: Michael Showers.

On a **motion** by Councilor George, seconded by Councilor Gordon, the Council voted (4 to 2) to approve the Town of Camp Verde FY2014-15 tentative budget with Mayor German, Councilors Gordon, George, and Jones voting for approval, and Vice Mayor Baker and Councilor German opposed, of the proposed Town of Camp Verde FY2014-15 tentative budget.

Councilor George requested staff to provide an explanation regarding the sewer district (page 54-55), the proposed savings on the costs of electricity, and if any increase in fees were projected for FY2014-15. Michael Showers, Finance Director, stated the numbers on the proposed tentative budget were acquired from the FY2013-14 audited budget and actual costs, advising that no sewer district fee increases are proposed for FY2014-15. Councilor Gordon requested staff to provide an explanation regarding property tax allocation that is helping to pay the sewer district debt. Michael Showers, Finance Director, stated the sewer district costs are projected to be less this fiscal year than last fiscal year, however, if the Town receives extra revenue from property taxes all those additional funds will be applied to the sewer district debt.

Councilor German questioned the proposed \$75,000 being moved from the contingency fund to allow for wage increases, and leaving only a surplus/contingency fund balance of \$75,000, stating that she only approves of

wage increases if the funds are available from food tax, or some other revenue, and not from the contingency fund. Councilor German also stated that although she believes that many town employees deserve a merit increase, however with the depressed economy and the town's unknown availability of income from food tax, she did not approve of the inequity of 4.5% increase for public safety employees (Police-Fire employees retirement) when all other town employees receive only 1.7% COLA. Councilor German also stated that in 2008 through 2010 the Town had 69 employees, in 2011 only 62 employees, and now the Town has 90+ employees. Councilor German stated concerns with the increase in employees without an increase in revenues, and does not recall the Council approving this expenditure during the budget work sessions. Town Manager, Russ Martin, advised the Mayor and Council the Town spent less than \$50,000 of contingency funds in the past four years and staff believes that it is fiscally safe to have only \$75,000 available in the contingency fund. Additionally the Town employees have received only cost of living increases for the past 4 or 5 years.

Vice Mayor Baker disagrees with \$75,000 being taken from the contingency fund, and concurs with Councilor German that wage increases should be considered when funds are available from another source, specifically food tax. Many other items have been put on hold due to lack of funding and need consideration if money is being taken from the contingency fund. Councilor German and Vice Mayor Baker stated that the residents of Camp Verde have "hired" the council members by voting them into office, with the expectation that the Mayor and Council will make fiscally sound decisions for, and on behalf of, the community.

Councilor George stated support of taking \$75,000 from the contingency fund for wage/merit increases to even out the inequities in staff wages as many employees have been loyal to the Town without a merit increase for 4 or 5 years.

Vice Mayor Baker requested clarification of the general-purpose revenue construction taxes and the 1% debt vs the 2% CIP expense. Michael Shower, Finance Director, explained the CIP debt and expense were allocated to pay the lease purchase debt for \$750,000 of lease purchased equipment.

Councilor German requested staff to explain revenue by source and the Proposed Tentative Budget is showing a deficit of over 2 million dollars. Michael Showers, Finance Director, advised that there are funds allocated to specific budget items and the funding must be spent for those items only. Many of the budget items are subject to revenue coming in. If the revenue comes in the Council may spend up to the budgeted amount for that budgeted item. If the item is not budgeted for, the funds cannot be spent and will carry over until the next budget year. Additionally, if the revenues are not realized for a budgeted item, the funds will not be spent as no money is actually available for that budgeted item. The Library is the biggest expenditure in the budget currently showing a deficit as income for the Library project has been collected over the past several years and is not being realized as revenue in this fiscal year, however, the funds will be transferred in. This capital expense has been budgeted for, however the expenditure has not yet been authorized. Many other budgeted items are opportunities for grant income – if the grant money becomes available, it must be spent only on the specific budgeted item for that grant, however, if the grant is not successful, the budgeted item will not be realized and no money will be spent on that item. Many grant opportunities require matching funds from the Town. In any event, the Town cannot authorize expenditures that are not in the fiscal budget.

Councilor German requested staff explain the recurring "software" fees. Michael Showers, Finance Director, stated that these recurring fees are for software support of for various Town Departments and include upgrades and support to keep the software (computer systems) running and current. Software fees do not include the purchase of any hardware.

Vice Mayor Baker requested the line item expense for VVMC be corrected to reflect CV Senior Center. Vice Mayor Baker requested clarification of the Marshall's Office retirement penalty. Mike Showers, Finance Director, stated that this item is not negotiable, as ASRS and PSRS are mandatory contributions and are a set percentage of employee earnings.

Councilor Gordon asked the staff what will happen to the budget if the food tax does not pass. Russ Martin, Town Manager stated that if the food tax does not pass, the Town will be unable to spend the budgeted amounts as the revenue will not be available. The Proposed Tentative Budget currently includes planning for revenue from the proposed food tax and gives flexibility for expenses. The Proposed Tentative Budget includes capital improvements and operating expenses, but does not authorize actual expenditures. Authorization to spend any budget amount happens only when the funds are available. Mr. Martin clarified restricted funds vs. unrestricted funds.

Councilor German requested staff to explain the increase in workman's compensation and unemployment. Michael Showers, Finance Director, stated the budget is compensating for fluctuation, there has been no increase in demand, and the Town is currently paying an average or below average rate for both workman's compensation coverage and unemployment.

Public Comment:

Murray Lichty stated an opposition to the Proposed Tentative Budget FY2014-15, specifically any increase in taxes.

Cheri Wischmeyer stated an opposition to the Proposed Tentative Budget FY2014-15, specifically an increase in number of employees and employee wages.

Wendy White stated an opposition to the Proposed Tentative Budget FY2014-15, specifically an increase in taxes (imposition of a food tax); stated support of increase in wages for Police/Fire employees.

Byron Phillips stated an opposition to the Proposed Tentative Budget FY2014-15, specifically an increase in taxes (imposition of a food tax).

Tom Pitts stated he appreciates the work that has gone into preparing the budget, but is concerned that nothing is budgeted for community development or marketing to draw new business and/or tourism into Camp Verde. Mayor German suggested the formation of a citizens committee to find other sources of revenue to support the budget, donations, community development, market, etc., and any citizen that is interested that can call the Clerk's Office.

9. **Review, discussion, and possible award/or rejection of the Community Library Bid #14-110. Discussion may include financing, award the low bidder an agreement for the complete build out, completion of first floor only, or rejection of all bids.** Staff Resource: Russ Martin

On a **motion** by Councilor Gordon, seconded by Vice Mayor Baker, the Council unanimously voted to reject all bids. The Council directed staff to investigate and secure funding, not to exceed \$3.5M, to complete the new Library, with revised and completed plans for a complete build out, FFE included, and put the project out for bid.

Manager Russ Martin, advised the Mayor and Council that the Town had requested the lowest bidder on the Library Project to hold the bid for 30 days. Initially the low bidder agreed, and last Monday the Town was advised that they could not hold the bid. Unfortunately, with the low bid, there appeared to be \$200,000+ in additional costs. Legally, the bid could not be negotiated as it was a sealed bid. Mr. Martin recommends that the Mayor and Council reject all bids and give staff direction on exactly what the Council wants with respect to the project, and put the project out for bid again.

Mayor German proposed that two or three council members meet with staff, Town Manager, Library Director, and Architect, to set up the perimeters for putting this project out for bid. Discussion covered the possibility of building out the first floor only vs. complete project, FFE included, and financial cap for the project. The Mayor and Council Members directed staff to seek out funding for the complete project, FFE included, with a cap of \$3.5

million, set perimeters for the bid and bring the proposed package back to the Council for approval before putting it out for bid. The Mayor and Council directed staff to make this a priority, with the intent to have this project ready to be out for bid no later than October 2014, awarding the bid immediately thereafter.

Public Comment:

Sebra Choe stated support for the new Library Project.

Two members of the Teen Advisory Board addressed the Mayor and Council in support of the new Library Project, and advised the Council how important the Library has been for them.

Murray Lichty stated concerns about whether or not the Town could afford this capital project, but also stated support for the new Library Project. Mr. Lichty suggested the contract be awarded to a local contractor. An unknown citizen stated concerns about the costs for the Library Project in this slow economy, but also stated support.

Robb Witt stated support for the new Library Project and requests the Council direct staff to put the bid out to local contractors only.

Von Hatch stated support for the new Library Project and recommended that the Council direct staff to market Camp Verde to draw in outside money from new business and tourism.

John Bassous stated support for the new Library Project.

David White addressed the Council regarding the placement of the new Library building, stating that he believed the SE corner of the projected building did not meet the appropriate Planning and Zoning required setbacks from the Black Bridge easement. Mr. Witt stated the new Library building would be his closest "neighbor", he has concerns about flooding, and stated opposition to the new Library Project.

Kathy Hellman, Library Director, stated support for the new Library Project. Ms. Hellman thanked the Council for being diligent in going forward with this capital project and emphasized the importance of bringing the Library services up to the 21<sup>st</sup> century as Library services and needs have substantially changed in the last 20 years. Tom Pitts stated support for the new Library Project.

Roger Dorrington stated support for the new Library Project, and supports the Council putting the entire project, with FFE, out for bid in the near future.

Billy Cook stated support for the new Library Project, and advised the Council how important the Library and its services are to the youth in Camp Verde.

10. **Discussion, consideration, and possible appointment of Council Members as Town representatives and alternates to various boards, committees, and organizations.** Staff Resource: Deborah Barber. Mayor and Council approved the 2014/2015 Draft Council-Committee Assignment with amendments. 2014/2015 Council-Committee Assignments available in the Town Clerk's Office.
11. **Call to Public for items not on the Agenda.**  
None.
12. **Council Informational Reports.**  
Councilor Gordon advised that the Verde Valley Land Preservation auction was successful, 35 paintings were sold, and the auction brought in about \$7,000. The event provided good publicity for the Town and Verde Valley.

Mayor German advised the legislative updates will be addressed by the Arizona League of Cities and Towns at their July 8, 2014 meeting.

13. **Manager/Staff Report.**

Russ Martin advised the Mayor and Council that he and Ron Long attended a meeting with APS regarding annual updates this morning. The Corporation Commission had eliminated several incentives over the past few years, and now those incentives are being re-instated. He, and Ron Long, will be looking into the Library project to take advantage of rebates and incentives to save as much money as possible in new construction.

14. **Adjournment**

On a motion by Mayor German, seconded by Vice Mayor Baker, the council unanimously voted to adjourn the meeting at 9:55 p.m.

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Charles German, Mayor

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Lynn Riordan, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Regular Session of the Town Council of Camp Verde, Arizona, held on June 18, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Deborah Barber, Town Clerk

4 R  
MINUTES  
SPECIAL SESSION  
MAYOR AND COUNCIL  
COUNCIL CHAMBERS · 473 S. Main Street, Room #106  
FRIDAY, JUNE 13, 2014  
2:00 P.M.

1. **Call to Order**

Mayor German called the meeting to order at 2:28 p.m.

2. **Roll Call**

Mayor Charles German, Vice Mayor Jackie Baker, Councilors Bruce George, Brad Gordon, Jessie Jones. Carol German and Robin Whatley were present.

**Also Present:**

Recording Secretary Marie Moore

3. **Interviews with the following candidates for the Town Magistrate position.** Note: Council may vote to go into Executive Session pursuant to ARS §38-431.03(A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining, or resignation of a public officer, appointee or employee of any public body.

1. **Ronald Ramsey (2:30 p.m.)**

2. **Anthony Weber (3:15 p.m.)**

3. **John Lamb (4:00 p.m.)**

On a motion by German seconded by Baker Council voted to conduct the interview of Mr. Ronald Ramsey for the Town Magistrate Position in executive session pursuant to ARS 38-431.03(A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

The Special Session was recessed at 2:58 p.m. and reconvened at 3:00 pm.

On a motion by Whatley seconded by Baker Council voted to conduct the interview of Mr. Anthony Weber for the Town Magistrate Position in executive session pursuant to ARS 38-431.03(A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

Council did not recess and remained in executive session.

On a motion by Baker seconded by Gordon Council voted to conduct the interview of Mr. John Lamb for the Town Magistrate Position in executive session pursuant to ARS 38-431.03(A)(1) for discussion or consideration of assignment, appointment, promotion, demotion, dismissal, salaries, disciplining or resignation of a public officer, appointee or employee of any public body.

Council took no action on this item.

4. **Adjournment**

On a motion by George, seconded by Baker, the meeting was adjourned at 5:02 pm.

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Charles German, Mayor

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Marie Moore, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Special Session of the Town Council of Camp Verde, Arizona, held on June 13, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

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Deborah Barber, Town Clerk

4.0 4

**MINUTES**  
**SPECIAL/WORK SESSION**  
**MAYOR AND COMMON COUNCIL**  
**Of the TOWN OF CAMP VERDE**  
**COUNCIL CHAMBERS · 473 S. Main Street, Room #106**  
**WEDNESDAY, JUNE 11, 2014 at 5:30 p.m.**

1. **Call to Order**

Mayor German called the meeting to order at 5:40 pm.

2. **Roll Call**

Mayor Charles German, Vice Mayor Jackie Baker, Councilors Bruce George, Brad Gordon, Jessie Jones. Carol German were present. Councilor Robin Whatley was absent.

3. **Pledge of Allegiance**

Mayor German led the pledge.

4. **Discussion, consideration, and possible appointment of two community representatives to a newly formed Advisory Board to Yavapai College Governing Board.**

Vice Mayor Baker advised that Dean Perry of the Clarkdale Campus with Yavapai College requested an advisory group with representatives from each community. Mayor Rob Adams of Sedona has already put a group together. Council German clarified this would be a different advisory board than the one that Adams has created. Baker further indicated that this would be an advisory board to the college governing board representing the communities of the Verde Valley and there is a June 18, 2014 deadline.

Mayor German stated he has spoken with other communities who are still in the process of deciding how to move forward and handle this request.

Councilor German requested the Council discuss how to handle the process. Mayor German indicated that Councilors should start thinking of individuals they would like to recommend and contact them to see if they are interested in becoming a representative.

(Item 5 was previously discussed at the May 7, 2014 Regular Session)

5. **Review, discussion, consideration, and possible direction to staff relative to Bid #14-107, Community Library. Bids for construction, received on April 23, 2014, ranged from \$3,111,000 to \$4,149,000. Discussion may also include financing options and possible construction changes and/or alternatives as set forth by Council. Staff Resource: Ron Long and Kathy Hellman**  
Ron Long presented and discussed a power point presentation, which is attached and becomes a permanent part of the record.

Gordon stated that he did not feel the cost for redesigning the plans could cost \$300,000. Martin clarified the cost would be 10% of the changes not the total cost.

Martin reviewed the library-funding sheet, which is attached and becomes a permanent part of the record.

Baker was concerned that the second story would have to be addressed and financed in the future, so they should consider it now.

George noted that there are financing options available and within those terms, the Town could make lower payments for the first 5 years, which would have a smaller effect on the budget and once the other obligations are paid, the Town could then make larger payments toward the library project.

**Public Input:**

Carol Davis, resident and educator in the community, expressed support for the library and acknowledged the need in the community, but voiced her disapproval in the consideration of financing more than what was agreed upon for the budget. Davis recommended eliminating unnecessary expenses to reduce the overall cost. She felt that asking the retirees of the community to pay for this project was unfair, raising taxes was not the answer and 30% of the residents are below the poverty level.

Roger Doering stated that population drives the market and according to population studies in 20 years, statistics show that an 11,000 sq. ft. building would be adequate. Doering recommended consideration of utilizing the old library with an expansion of 10,000 sq. foot addition.

Bruce Davis felt that the problem is that the architect designed a building that does not fit within our budget and recommended seeking a new architect.

Linda Harkness indicated that the original budget did not include the second story and felt it was unfair to say the architect over designed the building when it was requested that they change the specifications.

Robert Johnson inquired about what would be happening with the old building and suggested using it to save money.

Rob Whitt provided a hand out regarding different ARS Statutes that he felt should be considered when discussing the bidding options. Whitt stated that he felt that the Town needed to have a vision of the future and invest in the community, but was frustrated that 80% of the revenue generated from the construction of the new library would not remain locally. Whitt indicated his support of the project, but voiced his strong stance that the community should be employed by the project.

John Bassous, local contractor and town resident, stated that completing the second story of the library after the original construction would not void warranties as previously stated in the PowerPoint presentation. Bassous spoke about the concept of value engineering, recycling the old building, and that the drawings would need changes that would include additional costs. Bassous advised that completing the second story would not void the original construction. He clarified value engineering and said that he would prefer a completed building, but he was concerned about financing.

Saepyol Choe, part time employee with the library stated that she is active with the Teen Advisory Board. Choe indicated that the town approved grants for the teen center prior to construction and now is considering taking that away by not constructing the entire building. The second story is not just a place for books, but for teens to gather for constructive interactive learning, and therefore, the second story is priceless.

Billy Cook, volunteer and president of the Teen Advisory Board, spoke of what the City of Cottonwood provides for its youth, specifically its teens and compared that information to what Camp Verde has to offer at this time for its teens and youth. Cook indicated that he feels he has matured from the opportunities he has had from participating at the library and wants that available for others his age.

Janene Bearhills stated that starting a new library will bring in more of the community.

Selena Johnson stated she has been volunteering for a year at the library, and that the opportunity has helped her grow and gain social skills. Johnson indicated that parents will trust their children at the library, but not at an unsupervised park and some kids do not want to go to the local pool due to personal insecurities.

Tom Pitts stated that he is a major user of the library and spoke about low cost loans and programs that should be considered. Pitts indicated he is working on a grant to help bring high-speed internet to the area that is necessary for the library. Pitts voiced his support for either option A or B.

Carol Davis spoke again stating she understood that there is a need with the teens because there is nothing for them to do, having first-hand experience with this while being a teacher in Camp Verde. Davis stated that the library would give the teens a future.

David White addressed the Council regarding the tax increase and how money was spent rather than putting the town back in a position of not being in a crisis. White indicated his lack of support for building the "Taj Mahal" and recommended the consideration of a 13,000 sq. ft. single story building. White also strongly encouraged Council to review and reconsider the placement of the building.

Leroy White stated that he shares a boundary with proposed library and indicated his disapproval to continue to tax the population to pay for the building. White indicated that the building can be completed and the town can stay within the original budget.

The meeting recessed at 7:33 pm and reconvened at 7:41 pm.

6. **Discussion, consideration and possible direction to staff regarding revisions of the Town Code as it pertains to "Noise".**

Town Manager Russ Martin gave a brief an overview of the matter and the need for a specific noise ordinance.

CVMO Commander Bruce Gimt discussed and referenced the noise ordinance packet, which is attached and becomes a permanent part of the record.

Vice Mayor Baker agreed and indicated her support in the need for clarity in the ordinance including the entertainment district and acceptable time frames.

Jones inquired exactly how the Marshal's Office would conduct the measurement of the noise complaints. Gimt indicated it would be conducted with a sound meter.

Gimt advised Council that there have been 200 noise complaints from June 1, 2013 to June 1, 2014. Gordon asked how many of those complaints were for barking dogs, Gimt was unsure of the breakdown in numbers at that time.

Community Development Director Mike Jenkins stated that the new medical center coming to the area has spoken to his department regarding their concerns for noise ordinances and the noise that the new construction of the building would emit. Jenkins stated there would need to be exceptions in the ordinance for such circumstances

Roger Doering spoke of his experience with measuring sound and suggested that wind be taken into account when performing measurements.

Gimt indicated that all officers would become sound meter certified.

7. **Adjournment**

The meeting adjourned at 8:15 pm.

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Charles German, Mayor

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Marie Moore, Recording Secretary

**CERTIFICATION**

I hereby certify that the foregoing Minutes are a true and accurate accounting of the actions of the Mayor and Common Council of the Town of Camp Verde during the Work Session of the Town Council of Camp Verde, Arizona, held on June 11, 2014. I further certify that the meeting was duly called and held, and that a quorum was present.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Deborah Barber, Town Clerk



**Agenda Item Submission Form – Section I**

**Meeting Date:** July 16, 2014

- Consent Agenda*       *Decision Agenda*       *Executive Session Requested*
- Presentation Only*       *Action/Presentation*       *Special Session*

**Requesting Department:** Finance

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Request to move \$18,725 from the FY14 Contingency Budget line item into the Maintenance Dept.

**List Attached Documents:** 1) Budget Change/Re-Appropriation Form, 2) Explanations for requests

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:** N/A

**Reviews Completed by:**

- Department Head:**                       **Town Attorney Comments:**

**Finance Review:**  **Budgeted**     **Unbudgeted**     **N/A**

**Finance Director Comments/Fund:**

**Fiscal Impact:** There is plenty of room for this request against the Contingency line.

**Comments:**

**Background Information:** See the attached explanations. These expenses were needed items that were neither expected nor budgeted for.

**Recommended Action (Motion):** Approve the request to move \$18,725 from the FY14 Contingency Budget line item into the Maintenance Dept. for the accounts and amounts listed on the attached Budget Change/Re-appropriation Form.

**Instructions to the Clerk:** N/A





# TOWN OF CAMP VERDE

## Public Works Department

395 South Main Street  
Camp Verde, Arizona 86322  
928-554-0820 fax: 928-567-1540

Date: April 2, 2014

TO: Russ Martin  
FROM: Ron Long  
RE: Request for Contingency Funds

In January the pump used for field irrigation and potable water in the restrooms at Butler Park failed. Maintenance obtained three quotes to replace the pump and include a Constant Pressure Controller. Staff believes that the CPC system will provide energy savings and contribute to a longer useful life of the pump.

The unexpected replacement of the pump was not accounted for in the 13/14 budget. Because this is necessary for the baseball, soccer, play areas and the restroom facilities the pump was replaced at a cost of \$10,752.28 and charged against the CIP Park Facilities Maintenance expense: #03-420-20-751600.

Three quotes are attached. Staff chose KM Drilling to complete the project; their quote was \$278.25 greater than the lowest bid. This option was selected as staff felt the Berkley pump was the better choice over the Franklin. The total cost of the project exceed the quote by \$409.50 because a short in the wiring was discovered once the old pump was fully exposed.

Council designated the CIP account for improvements at the public pool. Staff is requesting that contingency funds in the amount of \$10,725.28 be transferred to CIP #03-420-20-751600 to cover the cost of the pump so that proposed and budgeted Improvements at the pool can be completed.

Approved: \_\_\_\_\_

Russ Martin

date 4/9/14

## Deb Ranney

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**From:** Russ Martin  
**Sent:** Monday, June 16, 2014 10:44 AM  
**To:** Deb Ranney  
**Cc:** Michael Showers; Ron Long; Linda Peterson; Mike Dumas  
**Subject:** Re: Contingency Funds

I approved this expenditure to avoid potential fire/liability concerns also considered was the fact we did not have the equipment to complete the job. Ongoing maintenance will be done to avoid overgrowth beyond our capacity in the future.

Please consider this my approval of this contingency.

*Sent from my Verizon Wireless 4G LTE DROID*

Deb Ranney <Deb.Ranney@campverde.az.gov> wrote:

Mike,  
After a citizen complaint, the Town hired Great Western Services to trim trees, remove weeds and cuttings from parcel 404-02-172. This was not budgeted for in the 13/14 fiscal year. The vendor has charged \$8,000 to complete the work, and has been paid from Maintenance account #420-712000 (Contract Labor) Staff is requesting that contingency funds be approved for this project and made available for the Maintenance Dept.

*Deborah Ranney*

Public Works Analyst  
395 S. Main Street  
Camp Verde, AZ 86322

928-554-0823 fax: 928-567-1540  
[deb.ranney@campverde.az.gov](mailto:deb.ranney@campverde.az.gov)

**Hours of Operation: Monday - Thursday 7 am to 5 pm and Friday 7 am to 11 am**

All messages created in this system belong to the Town of Camp Verde and should be considered a public record subject to disclosure under the Arizona Public Records Law (A.R.S. 39-121). Town employees, Town public officials, and those who generate email to them, should have no expectation of privacy related to the use of this technology.

In addition, to ensure compliance with the Open Meeting Law, Council or Board/Commission members who are recipients of this message should not forward it to other members of the Council or Board/Commission of the Town of Camp Verde. Council Members or Board/Commission members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board/Commission members.

Please consider our environment before printing this email. ♻️

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Town of Camp Verde

**Agenda Item Submission Form - Section I**

**Meeting Date:** July 16, 2014

- Consent Agenda       Decision Agenda       Executive Session Requested
- Presentation Only       Action/Presentation       Special Session

**Requesting Department:** Library

**Staff Resource/Contact Person:** Kathy Hellman, Library Director

**Agenda Title (exact):** Proposal to open Library on Mondays and extend Friday & Saturday hours.

**List Attached Documents:** Current Hours/Proposed New Hours

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:** N/A

**Reviews Completed by:**

- Department Head: Kathy Hellman       Town Attorney Comments: N/A

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:**

Camp Verde Community Library staffing levels are good. Volunteers are giving 108% more hours than two years ago. Plus, we have one NACOG employee supplying 25 hours/week and we participate in the Work Study Program at the High School. This allows us to open on Mondays and extend our hours on Fridays and Saturdays for a total of 58.5 hours/week, an increase of 13 hours/week.

**Recommended Action (Motion):** Approve the following:

Direct library staff to begin opening Monday – Saturday according to the attached schedule starting August 4, 2014.

**Instructions to the Clerk:** None at this time

**Town of Camp Verde**

**Agenda Item Submission Form – Section II (Staff Report)**

**Department:** Library

**Staff Resources/Contact Person:** Kathy Hellman

**Contact Information:** 554-8381; kathy.hellman@campverde.az.gov

**Background:** We would like to open on Mondays to continue to prepare for staffing the new library. We have made arrangements with Town Maintenance staff to clean the library early Monday and Thursday mornings before we open (as often as possible). In our tight quarters we are currently doubling and tripling up on staff and library workstations. Opening on Mondays will do several things:

- make library services, resources and staff available to the public one more day per week
- allow us to accept more volunteers for training
- move fulltime staff to consistent 5 day/week, 8 hour/day schedules

**CAMP VERDE COMMUNITY LIBRARY**

**CURRENT HOURS/PROPOSED NEW HOURS**

	<b>Current Open</b>	<b>Current Close</b>	<b>Current Hours/day</b>	<b>New Open</b>	<b>New Close</b>	<b>New Hours/day</b>
<b>Monday</b>	n/a	n/a	n/a	8:00	4:30	8.5
<b>Tuesday</b>	8:30	7:00	10.5	8:00	7:00	11
<b>Wednesday</b>	8:30	7:00	10.5	8:00	7:00	11
<b>Thursday</b>	8:30	7:00	10.5	8:00	7:00	11
<b>Friday</b>	8:30	3:30	7	8:00	4:30	8.5
<b>Saturday</b>	8:30	3:30	7	8:00	4:30	8.5
<b>TOTAL HOURS/WEEK</b>			<b>45.5</b>			<b>58.5</b>

4.2



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** July 2, 2014

- Consent Agenda       Decision Agenda       Executive Session Requested
- Presentation Only       Action/Presentation       Special Session

**Requesting Department:** Marshal's Office

**Staff Resource/Contact Person:** Marshal Nancy Gardner

**Agenda Title (be exact):**

A request of the Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona, for consideration for the submission by the Marshal's Office a Grant, in Arizona's 2014-2015 year through the Arizona Companion Animal Spay and Neuter Committee. The amount of the Grant request will be \$20,000.00 and is a no match Grant of which \$10,000.00 is being requested for the allocation of monies to citizens of Camp Verde for sterilizing dogs and cats to help reduce the pet overpopulation. \$10,000.00 is being requested for the trap and release of feral cats for sterilizing and rabies vaccinations to help control the population and disease of free roaming cats.

**List Attached Documents:** Grant application

**Estimated Presentation Time:**

**Estimated Discussion Time:**

**Reviews Completed by:**

- Department Head:                       Town Attorney Comments:

Finance Review:  Budgeted     Unbudgeted     N/A

Finance Director Comments/Fund:

**Fiscal Impact:**

**Budget Code:** \_\_\_\_\_ **Amount Remaining:** \_\_\_\_\_

**Comments:**

**Background Information:**

The Marshal's Office plans to submit a grant application to the Arizona Companion Animal Spay and Neuter Committee for the "2014- 2015" fiscal year. The goal is to continue to educate the citizens of Camp Verde to be responsible pet owners and provide funding assistance for sterilizing their pets. The grant submission will also request funding for the feral cat "trap and release" program which will provide an avenue for citizens to address the free roaming cat problem by sterilizing and obtaining rabies shots for the cats, the ear-tipped cat is then released.

**Recommended Action (Motion): Instructions to the Clerk:** (Suggested Motion): Approve the request to submit the grant to the Arizona Companion Animal Spay and Neuter Committee.

**Arizona Companion Animal Spay and Neuter Committee**  
**Request for Donation Guidelines and Criteria**

**Please Read Carefully as the Guidelines Have Changed**

**important information for Grant Applicants**  
**Please Read**

*The Arizona Companion Animal Spay and Neuter Grants Committee would like to offer a few tips for submitting your application. First, please be reminded that this is a competitive process. Requests generally exceed the amount of money available annually. Therefore, not every application will receive funding and not every grant will be funded at the level requested. Evaluators take into consideration many factors, including but not limited to geographic need, community resources, demonstrated ability to manage the grant effectively, and the impact on the animal and human population to be served.*

*To ensure that your application gets every consideration, please carefully read and follow the guidelines. Provide ALL the information requested. **ONLY COMPLETE APPLICATIONS WILL BE CONSIDERED.** Answer each section with as many specifics as possible in a concise and clear manner with direct relevance to the question, so the evaluators will clearly understand your program and its importance to your community. The quality of your application is an important statement about your organization and its ability to administer the program for which the grant money is requested.*

For 2014, the Arizona Companion Animal Spay and Neuter Committee will disburse a minimum of 90% of the monies deposited in the "Spaying and Neutering of Animal Fund" from July 1, 2013 to June 30, 2014. As of end of April 2014, the fund had \$191,021. Awards to multiple organizations may be made.

**Applications Requirements**

1. Applicants must meet one of the following criteria:
  - a. Be an animal welfare organization that files under section 501 c(3) of the United States revenue code for income tax purposes and that offers or subsidizes sterilization services for dogs and cats within the State of Arizona.
  - b. Be an animal control agency that offers or subsidizes sterilization services for dogs and cats within the State of Arizona.
2. The application must propose an activity compatible with the Arizona Companion Animal Spay and Neuter Committee mission and in accordance with ARS 28-2422: "The companion animal spay and neuter committee shall allocate monies to a qualifying entity that allocates the monies to programs that seek to reduce pet overpopulation by sterilizing, at minimal or no cost, dogs and cats in the state, including those that are impounded pursuant to section 11-1022".
3. To be eligible for funding, candidates must facilitate the sterilization of at least one of the following:
  - a. Public Spay/Neuter Program

**Arizona Companion Animal Spay and Neuter Committee**  
**Application Form**

**Section I. Contact Information**

Name of Organization: Camp Verde Marshals Office  
Address: 646 S. 1st St.  
City/State/ZIP: Camp Verde, AZ 86322 County: Yavapai County  
Phone: 928-554-8300 Fax: 928-567-6238 Email: lisa.diacik@campverde.az.gov

**Project Leader Information:**

Name: Lisa Diacik  
Title: Animal Control Officer  
Address: 646 S 1st Street  
City/State/ZIP: Camp Verde, AZ 86322  
Phone: 928-554-8300 Fax: 928-567-6238 Email: lisa.diacik@campverde.az.gov

**Section II. Community Information**

1. Describe the community that you serve.

- a. city/county/region that you serve: Camp Verde
- b. estimated human population: 12,000
- c. estimated number of homeless animals in your community (companion animals that enter the government animal control agency and other animal welfare organizations per year): 250-300

**Section III. General Organizational Information**

1. Organizational Mission:

2. Annual Operating Budget for Current Fiscal Year:

8. Is your organization available for onsite visits and inspections from the public and this Committee?

- yes What are your hours of operation? 7-5 7 days a week  
 no Please explain. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Section IV. Description of Project**

1. The project for which you are seeking funding is:

- new program       existing program

2. Target Animal Population and amount for funding request

Target Animal Population	Funding Request Amount
<input checked="" type="checkbox"/> Public Spay/Neuter Program for Dogs and Domesticated Cats	<u>\$10,000</u>
<input checked="" type="checkbox"/> Free-Roaming (Feral) Cat Spay/Neuter Program	<u>\$10,000</u>

**Please note: Funds are designated for sterilization costs only. Purchase of equipment, vaccinations, travel or other ancillary costs will not be funded.**

3. Use a separate sheet of paper to describe the program. Do not exceed two 8 1/2 x 11 single spaced typewritten pages. Type: Arial or Times New Roman, 12 point size, one inch margins. (50 points A & B)

A. Describe the project(s) for which you are requesting funding.

B. Include the number of animals to be served by this project.

4. Describe how you will raise awareness in the community of:

- Spaying and neutering
- Pet friendly license plate

(20 points)

5. Describe the segment of population to be served by the program (animal and human) (20 points).

**These total 90 points**

# ANNUAL ANIMAL CONTROL REPORTING FORM YEAR 2014

AGENCY NAME: Camp Verde Marshals Office / Animal Control

AGENCY ADDRESS: 646 S. 1st St. Camp Verde AZ 86322

AGENCY PHONE: 928-567-6621 FAX: \_\_\_\_\_

NAME OF PERSON COMPLETING FORM: Lisa Diacik

EMAIL ADDRESS: lisa.diacik@campverde.az.gov

	IMPOUNDED	RELEASED TO OWNER	ADOPTED	EUTHANIZED
DOG - ADULT	182	74	108 rescued	
DOG - PUPPY				
CAT - ADULT				
CAT - KITTEN				
PUREBRED DOG				
PUREBRED CAT				

If your agency breaks down by adult and juvenile, please list it, otherwise just list all ages under the adult section. If you keep records of the purebred animals, please list them.

SPECIES NAME	IMPOUNDED	RELEASED	ADOPTED	EUTHANIZED

Please use additional sheets if necessary.

DOGS	
CATS (if applicable)	

(over please)

## **Camp Verde Marshals Office**

### **Addendum to Application**

#### **Organizational Mission:**

**We are in our third year of our new direction in animal control. We have many positive changes in our animal control unit. Please see below in Description of Project.**

**Annual Operating Budget for the Current Fiscal Year: 66,925.00**

#### **Description of Project:**

**In the Town of Camp Verde we have many people that live on a fixed income. Many seniors in our area take advantage of the help we can give them. This year thanks to the grant that was awarded by you last year we were able to assist many families with altering their pets. In addition we now have donations of extra food and we give it to our local food bank which has resulted in less animal control calls of animals being neglected. This year we just moved in to our new impound which we will continue to hold our animals for five days. After that they will be networked to rescue and if there is no success there then they will still be transported to Cottonwood Humane Society.**

**We have also implemented in our program educating the children and we do presentations for some local places in town for responsible pet ownership, spaying and neutering etc. We hand out our helping paws brochures and have just started a therapy dog program. We have got many compliments on our new direction our animal control has taken in the few years. We are hopeful we will continue to help our community with this new grant we are applying for as this will give us one more tool to use.**

#### **Describe promotions:**

**If we are awarded money our agency will notify the press of the amount awarded, our purpose and the organization it was acquired from. We also will advise veterinarians and pet owners where the monies were awarded from. We also spread the word and encourage people to use the pet friendly license plates. In our helping paws program we educate the youth on spay and neuter programs and talk about the pet friendly license plates. It is our goal to recognize your organization by placing your logos on the discount spay and neuter forms as they are filling out the application they can see where the money has come from. Enclosed in this packet I have provided articles from the past when we were awarded grant monies how we promoted Arizona Pet License Plates.**

#### **Target Population:**

**Camp Verde is a growing community. We are a rural area with many farms. We have approximately 12,000 citizens. Our number continues to grow as we see the Verde Valley continue to have more**

**CAMP VERDE MARSHAL EXECUTIVE**

**Nancy Gardner, Town Marshal**

**646 South First Street**

**Camp Verde, Arizona 86322**

**(928)567-6621**

**[Nancy.gardner@campverde.az.gov](mailto:Nancy.gardner@campverde.az.gov)**

**CAMP VERDE MARSHAL PROJECT COORDINATOR**

**Lisa Dlacik, Animal Control Officer**

**646 South First Street**

**Camp Verde, Arizona 86322**

**(928)567-6621**

**[Lisa.dlacik@campverde.az.gov](mailto:Lisa.dlacik@campverde.az.gov)**

### **Free Roaming Program**

**This year we are applying for the free roaming program to help our town. It was such a success in the past with so many citizens excited that took advantage of the program. Montezuma Vet Services in our town will participate in this program. They will provide ear tipping and a Rabies Vaccination when they perform surgery. We do provide traps for our citizens to assist them with trapping the feral cats but we do not have any financial help for them. The last time we were awarded monies for this grant we went through our monies so quickly I think it is fair to say that the program is a success. We are thrilled to have the chance to have this program enter another year to provide assistance for our town. We have so many stray cats in our area and we get dally calls of what they can do for help. This program provides some help to our citizens. We thank you for the chance to apply for this grant. With your assistance in the past we were able to provide some type of answer to frustrated citizens with feral cat problems. The funding would be a positive way to help our community.**



**CAMP VERDE MARSHAL'S OFFICE**  
646 S. First Street • Camp Verde, AZ 86322



June 16, 2014

**Chairman Rodrigo Silva, MVZ, MPH**  
Assistant County Manager  
2500 S 27<sup>th</sup> Avenue  
Phoenix, AZ 85009

Dear Chairman Silva,

The Camp Verde Marshal's Office is requesting grant funding from the Arizona Companion Animals Spay and Neuter Committee, in order to work with citizens to be responsible pet owners by spaying/neutering their pets.

Please accept this application for funding under the Spay and Neuter Fund Grant. It is our hope that your committee will accept it and award the requested amount.

Currently, we have 2 veterinarians in our town that have agreed to participate in this program. Dr. Holcomb at Montezuma Vet Services and Dr. Pollock at Anasazi Vet Services. As of this date both of them are current through the State of Arizona to practice as a veterinary doctor.

Our sole intent is to spend monies, if awarded, as outlined in our application. We understand that is the intent of the program and cannot spend the funds for other purposes.

If you have any questions or concerns, please feel free to contact Animal Control Officer, Lisa Diacik, or myself. Again, thank you for the opportunity to apply for funding.

Sincerely,

Nancy Gardner  
Town Marshal



**Agenda Item Submission Form – Section I**

**Meeting Date:** July 16, 2014

- Consent Agenda       Decision Agenda       Executive Session Requested
- Presentation Only       Action/Presentation

**Requesting Department:** Finance Dept.

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Consideration and possible approval from Council to direct the Az. Dept. of Revenue to remove the 007, 008 & 009 business class lines from our TPT report.

**List Attached Documents:** 1) Camp Verde business code classes and rates

**Estimated Presentation Time:** N/A

**Estimated Discussion Time:** N/A

**Reviews Completed by:**

**Town Attorney Comments:** N/A

**Department Head:**

- Budgeted     Unbudgeted     N/A

**Fiscal Impact:** N/A.

**Comments:** (See Background info)

**Background Information:** These codes were established only because when tax rates were changed in 3 separate years, there was no mention of how pre-existing contracts would be handled so these codes were added by AzDOR. Code 009 is for contracts before March of 2000. Code 008 is for Construction contracts prior to July 2004. Code 007 is for contracts prior to August 2012. All 3 are for signed enforceable contracts, dated prior to the set period that specified the exact sales tax amount within the contract payment. We do not know of any valid pre-existing contracts for any of the identified periods. Eliminating these codes does not change our Model City tax code nor does it increase any taxes.

**Recommended Action (Motion):** Approve staff to direct the Az. Dept. of Revenue to remove the 007, 008 & 009 business class lines from our TPT report.

**Instructions to the Clerk:** None.

Camp Verde	Region Code/ Business class	City Rate		Business Class Codes	Taxable Activities	State & County Rate	Accounting Credit Rate (State Tax Only)
Privilege Tax	CE000	2.0%		002	Mining - Non Metal	3.593%	0.031%
Use Tax	CE002	2.0%		004	Utilities	7.35%	0.066%
EFFECTIVE 8/1/2012 Privilege Tax	CE006	3.0%		005	Communications	7.35%	0.066%
Hotel/Motel (Additional Tax)	CE003	3.0%		006	Transporting	7.35%	0.066%
Hotel/Motel	CE004	1.0%		007	Private (Rail) Car	7.35%	0.066%
EFFECTIVE 8/1/2012 Hotel/Motel	CE004	3.0%		008	Pipeline	7.35%	0.066%
Construction Contracting	CE005	3.0%		009	Publication	7.35%	0.066%
EFFECTIVE 3/1/2013				010	Job Printing	7.35%	0.066%
Privilege Contracts (pre Aug 2012)	CE007	2.0%					
				011	Restaurants & Bars	7.35%	0.066%
Construction Contract (pre Jul 2004)	CE008	2.0%					
Privilege Contracts (pre Mar 2000)	CE009	1.0%		012	Amusement	7.35%	0.066%
EFFECTIVE 5/1/2012				013	Commercial Lease	0.0%	0.0%
Rental of Real property	CE013	2.0%		014	Personal Property Rental	7.35%	0.066%
				015	Contracting - Prime (a)	7.35%	0.066%
				017	Retail	7.35%	0.066%



## **DROWNING IMPACT AWARENESS MONTH AUGUST 2014**

WHEREAS, Drowning Impact Awareness month will raise awareness that the number and impact of child drownings in Arizona affects everyone; and

WHEREAS, the drowning incidents in Arizona take the lives of the equivalent of a classroom of children each year; and

WHEREAS, a child drowning can happen to any family regardless of education, race or socio-economic background; and

WHEREAS, families can take simple steps to protect their children around water to avoid the tragedy of the unnecessary loss of life; and

WHEREAS, water safety remains a priority for Arizona families, communities, and government, and Water Watchers at Phoenix Children's Hospital; and

WHEREAS, keeping children healthy and safe is the goal of Water Watchers at Phoenix Children's Hospital, Fire Departments and other prevention institutions in Arizona, raising awareness will increase understanding and education of effective ways to prevent drownings.

NOW, THEREFORE, the Mayor and Common Council of the Town of Camp Verde do hereby proclaim August 1 through 31, 2014 as DROWING IMPACT AWARENESS MONTH in the Town of Camp Verde

Issued this 16<sup>th</sup> day of July 2014

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Charles German, Mayor

Attest:

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City Clerk

## Virginia Jones

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**From:** Dieu, Ladon <ldieu@phoenixchildrens.com>  
**Sent:** Thursday, May 22, 2014 12:45 PM  
**To:** Virginia Jones  
**Subject:** Drowning Impact Awareness Month Proclamation  
**Attachments:** Camp Verde 2014 Drowning Impact Awareness Proclamation.docx

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

**Categories:** IMPORTANT

Dear Mayor German,

Attached is a proclamation for Drowning Impact Awareness Month, which is the month of August. Last year, proclamations were passed by cities throughout the state of Arizona, as well as the Governor's office. This is our 11th year for Drowning Impact Awareness Month, and we hope to exceed last year's total of purple ribbons worn by supporters, which was over 100,000.

If you believe that the proclamation will be put into place, we would like to have it read at a council meeting. (The end of July or beginning of August would be the best time.) Drawing the media's attention to the proclamations increases awareness of the effort and water safety as a whole. We would also ask to have a hard copy mailed back to the address below so we can display the proclamation at Phoenix Children's Hospital during the month of August.

Most local fire department employees wore purple ribbons last year, as did some city employees. Also, many cities place information in city newsletters and on websites, include it on "hold" messages on city phone systems, and include it in communication with the public, such as utility bills.

Any or all of these ideas will help to make the effort a success, and any support that you can give to the proclamation request process would be greatly appreciated.

**Mailing Address:**  
Phoenix Children's Hospital Water Safety Program  
Attention: LaDon Dieu  
1919 E. Thomas E. Building #1617  
Phoenix, AZ 85016

Thank you!

LaDon Dieu  
Water Watchers / Kohl's Healthy Kids & Families Phoenix Children's Hospital  
1919 E. Thomas Rd E. Building #1617  
Phoenix, AZ 85016  
(p) 602-909-5636 (f) 602-933-3356

Follow us on twitter at [kidsstaysafe](#) and [KohlsHealthyFamilies](#)

Who is your "Water Watcher" at pool parties? Use a Water Watcher tag, hat, or whistle so you know the designated adult supervisor. If you take turns every 15 minutes, supervision will always be fresh.

This transmission, including any attachments, is for the sole use of the intended recipient (s) and may contain information that is confidential, proprietary, legally privileged, or otherwise protected by law from disclosure. Any unauthorized review, use, copying, disclosure, or distribution is prohibited. If you are not the intended recipient, or the person responsible for delivering this to an addressee, you should notify the sender immediately by telephone or by reply e-mail, and destroy all copies of the original message.

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Furthermore, to ensure compliance with the Open Meeting Law, Council or Board/ Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. P



**Agenda Item Submission Form – Section I**

**Meeting Date:** July 16, 2014

- Consent Agenda       Decision Agenda       Executive Session Requested
- Presentation Only       Action/Presentation       Pre-Session Agenda

**Requesting Department:** Clerk's Office

**Staff Resource/Contact Person:** Deborah Barber

**Agenda Title (be exact):** Discussion, consideration, and possible appointment to the Planning & Zoning Commission for a term that expires January 2017.

**List Attached Documents:** Letter of Interest from Alan Buchanan, Bob Burnside, James Binick and Teresa Helm.

**Estimated Presentation Time:** 5

**Estimated Discussion Time:** 10

**Reviews Completed by:**

- Department Head:** Deborah Barber       **Town Attorney Comments:** N/A
- Finance Department** N/A  
**Fiscal Impact:** None  
**Budget Code:** N/A      **Amount Remaining:** \_\_\_\_\_  
**Comments:**

**Background Information:** Planning & Zoning Commission member Michael Hough submitted his resignation from the Planning & Zoning Commission effective June 30, 2014. Staff has advertised on the web, and posted a notice at Town Hall. We have received Letters of Interest from Alan Buchanan, Bob Burnside, James Binick, and Teresa Helm.

**Recommended Action (Motion):** Appoint (Insert name) to the Planning and Zoning Commission to replace Mike Hough with the term to expire January 2017.

**Instructions to the Clerk:** Oath of office.



# Camp Verde, Arizona <sup>138</sup>

## LETTER OF INTEREST

Name: <u>JAMES BINICK</u>		Date: <u>6/16/14</u>	
Home Address: <u>1150 S. RIO VERDE LN., CAMP VERDE, AZ 86322</u>			
Mailing Address, if different:			
Email Address: <u>jbinick@centurylink.net</u>			
Home Telephone: <u>928-567-1434</u>		Work Telephone: <u>928-821-0235</u>	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: <u>17 YEARS</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable):			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>CIVIL ENGR.</u>			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <u>DESIGN REVIEW BOARD - 4 YRS BOARD OF ADJUST/APPEALS - 3 YRS</u>			
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. <u>PLANNING &amp; ZONING</u>		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
<u>RICE UNIVERSITY</u>		<u>BSC</u>	<u>1976</u>
<u>BAYLOR UNIVERSITY</u>		<u>GRAD. STUDIES</u>	<u>1977</u>
Civic Activities-Service Organizations		Office Held:	Year Begun: Year Ended:
<u>RIO VERDE RANCHES HOA</u>		<u>BOARD MEMBER</u>	<u>1998 2009</u>
<u>CAKEFREE TWP. ASSOC (PRE-INC.)</u>		<u>BOARD MEMBER</u>	<u>1984 1985</u>
Please state why you would like to be appointed to a Town Board, Commission, or Committee: <u>PRIOR BOARD SERVICES &amp; PROFESSIONAL PLANNING KNOWLEDGE MAKE ME QUALIFIED FOR SERVICE. WISH TO CONTINUE TO SERVE MY COMMUNITY</u>			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) <u>PROVIDE A FAIR &amp; KNOWLEDGEABLE REVIEW OF AGENDA ITEMS BROUGHT BEFORE THE BOARD.</u>			
(b) <u>CONDUCT THE DUTIES OF THE BOARD IN A PROFESSIONAL MANNER WHICH SUPPORTS THE TOWN'S DUTIES TO SERVE THE COMMUNITY</u>			
(c) <u>RESPECT THE KNOWLEDGE &amp; OPINIONS OF THE MEMBERS. WORK TO RESOLVE ISSUES AS A TEAM.</u>			

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee: 1) PRIOR BOARD SERVICE; 2) EXTENSIVE PROFESSIONAL EXPERIENCE IN PER 2 ISSUES; 3) EXTENSIVE KNOWLEDGE & PROFESSIONAL SERVICE W/ SMALL MUNICIPALITIES (20 YRS); 4) EXTENSIVE PROFESSIONAL EXPERIENCE W/ WORKING IN A PUBLIC FORUM

AWARDS: AZ PLANNING ASSOC. "BEST RESOLUTION OF A CONTROVERSIAL PROJECT" JACARANDA PROJECT, GILBERT, AZ

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature:  Date: 6/16/14

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	



# Camp Verde, Arizona

## LETTER OF INTEREST

Name: <u>AHAN BUCHANAN</u>		Date: <u>6-3-14</u>
Home Address: <u>3470-S. HACIENDA LN. CAMP VERDE</u>		
Mailing Address, if different:		
Email Address: <u>SALMONSPIRIT1933@GMAIL.COM</u>		
Home Telephone: <u>567-6551</u>		Work Telephone: <u>821-0834</u>
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Length of residency in the Town of Camp Verde: <u>13</u>		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Name and address of business (if applicable):		
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: <u>HOME INSPECTOR</u>		
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: <u>PkZ BOAA TOWN COUNCIL</u>		
Board & Commission preference (s): Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:		
1. <u>PkZ</u>		3.
2.		4.

### Education and Community Service

Schools Attended:	Degree:	Year:	
<u>SO. ILL UNIVERSITY</u>	<u>YES</u>	<u>1965-1969</u>	
<u>KAUAI</u>	<u>NO</u>	<u>CONSTANT</u>	
Civic Activities-Service Organizations	Office Held:	Year Begun:	Year Ended:

Please state why you would like to be appointed to a Town Board, Commission, or Committee: TO SERVE CAMP VERDE

Have you ever been charged and convicted of a crime?  Yes  No  
If yes please explain.

What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?

(a) ADVISE THEM WITH THE BEST INFO

(b) PROTECT & SERVE

(c) BE RESPECTFUL OF ALL OPINIONS

Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:

HAVE SERVED CAMP VERDE FOR MANY YEARS ON DIFFERENT BOARDS & COMM.

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

Please notify the Clerk's Office at (928) 567-6631, extension 105 if you move or no longer wish to be considered for appointment.

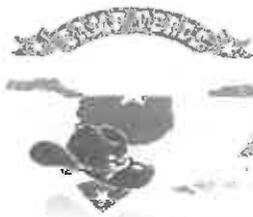
If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: Alan T. Bushman Date: 6-3-14

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	



# Camp Verde, Arizona

copy

PRINT FORM

Name: Bob Burnside		Date: June 6, 2014	
Home Address: 607 S Nichols, Camp Verde			
Mailing Address, if different: P.O. Box 2190, Camp Verde, AZ 86322			
Email Address: bns_sb@msn.com			
Home Telephone: 567-2733		Work Telephone: 928 533-6423	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: 21 Years		Do you operate a business in Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Name and address of business (if applicable):		N/A	
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: Plumber			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, please list names of board/commission and dates served: Board of Adjustments (90's), Planning & Zoning (5/2009), Council (6/2009-5/2013)			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. Planning & Zoning		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
Paradise Valley H.S.		Diploma	1963
ASU			
<b>Civic Activities-Service Organizations</b>		Office Held:	Year Begun:      Year Ended:
PHCC Apprentice Program & Mingus Bldg Trades		Instructor	1991      2007
Kiwanis, SAR			
<b>Please state why you would like to be appointed to a Town Board, Commission, or Committee:</b> To volunteer my services			
<b>What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?</b>			
(a) To forward accurate recommendations			
(b) Fairness - to be objective and fair to "All" citizens			
(c) Be respectful - maintain ethical protocol - listen more and talk less			

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**Please state the reasons why you feel you are qualified to serve on a Board, Commission or Committee:** Working with P&Z as the planning agency for the Town, there are many facets,

including but not limited to zoning, property rights, water conservation, financial budgets, building

codes, transportation, storm water, etc. I've had the pleasure of serving the Town of Camp Verde

as a P&Z commissioner, BOA member and Mayor. All of the positions required knowledge of

the items above which I can bring to P&Z with an institutional memory.

Applications are kept on file for two years. During that time, your application will be considered when there is an opening for the Board or Commission for which you have applied. As a candidate to a Board, Commission or Committee, your name, address and telephone number will be available to the media and public.

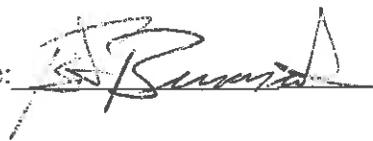
Please notify the Clerk's Office at (928) 567-6631, extension 100 if you move or no longer wish to be considered for appointment.

If you have a current resume and/or certificate that may be applicable to your Board, Commission or Committee interest, please attach a copy to this application.

Mail or deliver your completed application to: Town of Camp Verde, Attn: Clerk's Office, 473 S. Main Street, Camp Verde, AZ 86322.

If appointed to a Board/Commission/Committee, I understand that Members of boards or commissions may be removed for cause including excessive lack of attendance, absences of three consecutive meetings or more than half of all scheduled meetings in any municipal year, or improper conduct as determined by the Mayor and Council.

Applicant's Signature: \_\_\_\_\_



Date: June 6, 2014

	Date:
Date Contacted & Invited to Appear before Council:	
Staff Contacting Individual	
Date Appointed by Council	
Board or Commission appointed to:	



Name: Teresa Helm		Date: June 28, 2014	
Home Address: 158 W. General Crook Trail, #3, Camp Verde, AZ 86322			
Mailing Address, if different: PO Box 3806, Camp Verde, AZ 86322			
Email Address: gingerknits@yahoo.com			
Home Telephone: 928.821.5575		Work Telephone: 928.204.6051	
Are you a resident of the Town of Camp Verde? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Do you own commercial property in the Town of Camp Verde <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Length of residency in the Town of Camp Verde: 15 months		Do you operate a business in Camp Verde? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Name and address of business (if applicable): <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
If you are not in business in The Town of Camp Verde, please list your occupation; or if retired, please indicate your former occupation or profession: Accounting clerk			
Are you now serving, or have you ever served, on a Town of Camp Verde board or commission? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please list names of board/commission and dates served:			
<b>Board &amp; Commission preference (s):</b> Refer to the last page for a list of Boards & Commissions. List your choices in order of preference:			
1. Planning & Zoning Commission		3.	
2.		4.	
<b>Education and Community Service</b>			
Schools Attended:		Degree:	Year:
Civic Activities-Service Organizations		Office Held:	Year Begun:      Year Ended:
Please state why you would like to be appointed to a Town Board, Commission, or Committee: Play a role in the success of Camp Verde.			
What do you believe is the key responsibility of Board, Commission or Committee member to: (a) The Town Council, (b) The citizens of Camp Verde (c) other Board, Commission or Committee members?			
(a) To give the Council options to make an informed decision.			
(b) To help achieve short-term and long-term goals.			
(c) To be informed about issues. Be flexible and a team player. To ask tough questions when necessary.			





Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** July 16, 2014

- Consent Agenda     
  Decision Agenda     
  Executive Session Requested  
 Presentation Only     
  Action/Presentation

**Requesting Department:** Finance Dept.

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Public Hearing, discussion, consideration and possible approval of the FY15 debt levy certification to Yavapai County for \$810,043, acting as the Trustee to the Camp Verde Sanitary District.

**List Attached Documents:**

**Estimated Presentation Time:** 5 minutes

**Estimated Discussion Time:** 7 minutes

**Reviews Completed by:**

**Department Head:** Michael Showers (Included in background section)

**Town Attorney Comments:** These debt service payments were incurred under Title 48 and will continue to be until the debt is gone. The Town Council is acting as a Trustee for this debt and must certify to the County the amount necessary to collect to pay the amount necessary to pay interest on and the portion of principal due.

**Finance Review:**  Budgeted  Unbudgeted  N/A

**Background Information:** The rates reflect what is necessary to be collected to offset the cost of paying the annual debt service. The Town Council is acting as Trustee of the Sanitary District debt. The calculations are based on the valuation of the District which fluctuates annually. This debt will continue to be paid by the District and is not a debt shared by the Town. The actual amount to be collected in taxes has dropped \$12, 957 from FY14.

**Recommended Action (Motion):** Approve the FY15 debt levy certification to Yavapai County for \$810,043, acting as the Trustee to the Camp Verde Sanitary District.

**Instructions to the Clerk:** None.

**NOTICE OF PROPOSED DEBT SERVICE LEVY AND FEE SCHEDULE**

The Town of Camp Verde will hold a public hearing  
On July 16, 2014 at 6:30 pm in the Council Chambers  
at 473 S. Main St., Room 106, Camp Verde, AZ

**Interested parties are invited to attend and present their comments**

FY2014-15 Debt Service Budget of the Camp Verde Sanitary District

Amount to be certified:

Debt Reduction Levy of \$3.95 per \$100 of Net Assessed Value of \$20,532,567

Debt Service Levy: \$810,043

WIFA Debt Service Budget: \$810,043

(\$12,957 less than FY2013-14)

## Debt Service Budget

### WIFA Loans

	<u>FY15</u>
Debt P&I	699,913
Allowance	75,000
Exp'd Increase in Debt	35,150
WIFA Debt Budget	<u><b>810,063</b></u>

#### **Property Tax Levy:**

WIFA Debt Budget	810,063
District Value	<u>20,532,567</u>
Rate per \$100 assessed value	<u><b>3.95%</b></u>

### USDA Loans

	<u>FY15</u>
Debt P&I	294,125
10% reserve	37,000
USDA Debt Budget	<u><b>331,125</b></u>

**TOTAL DEBT BUDGET** **1,141,189**

### Debt Service Budget

#### Principal & Interest

Date	WIFA 071		WIFA 088		WIFA 105		WIFA 123		USDA 92-07		USDA 92-09		Total	
	Prin	Int	Prin	Int	Prin	Int	Prin	Int	Prin	Int	Prin	Int	Prin	Int
1/1/2014		5,754.81		50,694.87		72,838.86		27,794.64		67,884.54		9,543.47	0.00	234,511.19
7/1/2014	28,711.87	5,754.81	236,842.11	50,694.87	183,581.48	72,838.86	64,181.50	27,794.64	115,688.90	67,884.54	24,353.00	9,543.47	653,358.86	234,511.19
1/1/2015		5,304.61		46,795.26		69,451.78		26,723.45		65,498.46		9,041.19	0.00	222,814.75
7/1/2015	29,612.27	5,304.61	236,842.11	46,795.26	190,355.64	69,451.78	66,323.88	26,723.45	120,692.90	65,498.46	24,353.00	9,041.19	668,179.80	222,814.75
1/1/2016		4,840.29		42,895.65		65,939.71		25,616.50		63,009.17		8,538.91	0.00	210,840.23
7/1/2016	30,540.91	4,840.29	236,842.11	42,895.65	197,379.78	65,939.71	68,537.78	25,616.50	125,903.90	63,009.17	24,353.00	8,538.91	683,557.48	210,840.23
1/1/2017		4,361.42		38,996.05		62,298.06		24,472.61		60,412.40		8,036.63	0.00	198,577.17
7/1/2017	31,498.65	4,361.42	236,842.11	38,996.05	204,663.08	62,298.06	70,825.56	24,472.61	131,328.90	60,412.40	24,353.00	8,036.63	699,511.30	198,577.17
1/1/2018		3,867.52		35,096.45		58,522.02		23,290.53		57,703.74		7,534.35	0.00	186,014.61
7/1/2018	32,486.45	3,867.52	236,842.11	35,096.45	212,215.16	58,522.02	73,189.72	23,290.53	136,978.90	57,703.74	24,353.00	7,534.35	716,065.34	186,014.61
1/1/2019														
7/1/2019														
1/1/2020														
7/1/2020														
1/1/2021														

#### Loan Balances

	WIFA 071	WIFA 088	WIFA 105	WIFA 123	USDA 92-07	USDA 92-09	Total
1/1/2014	367,016.39	3,078,947.34	3,947,905.50	1,727,455.14	3,291,371.79	462,714.00	12,875,410.16
7/1/2014	338,304.52	2,842,105.23	3,764,324.02	1,663,273.64	3,175,682.89	438,361.00	12,222,051.30
7/1/2015	308,692.25	2,605,263.12	3,573,968.38	1,596,949.76	3,054,989.99	414,008.00	11,553,871.50
7/1/2016	278,151.34	2,368,421.01	3,376,588.60	1,528,411.98	2,929,086.09	389,655.00	10,870,314.02
7/1/2017	246,652.69	2,131,578.90	3,171,925.52	1,457,586.42	2,797,757.19	365,302.00	10,170,802.72
7/1/2018	214,166.24	1,894,736.79	2,959,710.36	1,384,396.70	2,660,778.29	340,949.00	9,454,737.38



Town of Camp Verde

**Agenda Item Submission Form – Section I**

**Meeting Date:** July 16, 2014

- Consent Agenda     
  Decision Agenda     
  Executive Session Requested  
 Presentation Only     
  Action/Presentation

**Requesting Department:** Finance Dept.

**Staff Resource/Contact Person:** Mike Showers

**Agenda Title (be exact):** Public Hearing, discussion, consideration and possible approval of the Town of Camp Verde FY15 Sewer Fees.

**List Attached Documents:** 1) Town of Camp Verde Proposed Sewer Fees Schedule for FY15.

**Estimated Presentation Time:** 2 minutes

**Estimated Discussion Time:** 5 minutes

**Reviews Completed by:**

Department Head:

**Town Attorney Comments:** Per the IGA with Camp Verde Sanitary District, during the term of the IGA, on behalf of the district, the Town shall charge and collect fees from the customers of the District pursuant to A.R.S. 9-511.01.

**Finance Review:**  Budgeted     Unbudgeted     N/A

**Background Information:** The rates are unchanged from FY14 and are reasonable for FY15 budgeted sewer operations.

**Recommended Action (Motion):** Approve the Town of Camp Verde FY15 Sewer Fees.

**Instructions to the Clerk:** None.

**Town of Camp Verde  
Proposed Fee Schedule**

July 16, 2014

**Residential Connection Fees**

Single family residence	\$1750.00
Multiple family residence	\$1750.00 per residential unit
New Residential Subdivisions	\$1750.00 per lot

**Commercial Connection Fees**

Hotels, motels, resorts, lodges, hospitals nursing homes and supervisory care facilities (Rooms equipped with kitchen facilities shall be treated as single-family residential units.)	\$350.00 per room
Retail	\$ 1750.00 per room
Office	\$ .25 per square foot, \$1750 minimum
Restaurant, Bar	\$ .50 per square foot, \$1750 minimum
Warehouse, Manufacturing	\$ 30.00 per seat
	\$ .25 per square foot, \$1750 minimum

**DEVELOPMENT FEE:**

Residential	\$1000.00 per acre
Commercial	\$1250.00 per acre

**INSPECTION FEES:**

Single family residence	\$80.00
All other	\$100.00 per hour; 2 hour minimum

**MONTHLY USER FEES**

Single family residence, Apartments	\$ 2.25 per UPC discharge fixture unit, \$50 maximum
Commercial	\$ 3.50 per UPC discharge fixture unit
Other users	\$ 3.50 per UPC discharge fixture unit

**LATE FEE:**

\$5.00 or 1 ½% of balance whichever is greater

**ACCOUNT TRANSFER FEE:**

\$35.00

**RETURN CHECK FEE:**

\$25.00

**RECONNECTION FEE:**

\$100.00

**ANNEXATION FEES:**

Actual cost incurred by District

**PLAN REVIEW**

Actual cost incurred by District

**SEPTAGE FEES**

\$ .12 per gallon

(Effective February 12, 2012)

Septic Tank and Vault contents for users  
within the current District

\$ .01 per gallon\*

(This vault fee will only apply until the user is connected to the CVSD sewer system.)

**Exhibit B – Agenda Item Submission Form – Section II (Staff Report)**

**Town of Camp Verde      Town Council 7-16-2014**

**Agenda Item Submission Form – Section II (Staff Report)**

**Department: Community Development**

**Staff Resource/Contact Person: Jenna Owens – Assistant Planner**

**Contact Information: Michael F. Jenkins (928) 554-0051**

**Background:**

**On April 24, 2014, Ms. Toni Ketchum – Addressing/911 Coordinator of Yavapai County contacted Community Development to reveal a 911 issue with addressing. Ms. Ketchum mentioned complaints she has received regarding three (3) River View Drives in the Camp Verde area, one in Camp Verde and two (off of Salt Mine Rd. near Beasley Flat Rd.**

**A letter was received from the Camp Verde Fire Department Fire Chief, Mr. Terry Keller stating “it is in the best interest of the residents that there be no duplication of street names within the District.”**

**Property owners are also experiencing difficulty with mail/packages & services going to the wrong River View Dr.**

<b>Location</b>	<b>Date Road Established</b>	<b>Number of Properties</b>	<b>Assigned Addresses</b>	<b>How many receive mail</b>
<b>Camp Verde N. River View Dr. (to be changed)</b>	<b>1967</b>	<b>16</b>	<b>14</b>	<b>5</b>
<b>Yavapai County S. River View Dr.</b>	<b>1966</b>	<b>20</b>	<b>18</b>	<b>9</b>
<b>Yavapai County E. River View Dr. (to be changed)</b>	<b>1971</b>	<b>17</b>	<b>11</b>	<b>0</b>

**Yavapai County is in the process of changing one of their two street names which are the same and have requested Camp Verde change the one in our jurisdiction. With changing one of the street names within the Camp Verde Town boundary and one in Yavapai County the least amount of people will be impacted.**

**Staff has completed the following:**

- To the twelve (12) property owners on N. River View Dr., certified letters were mailed on May 5, 2014 to notify them of the street name change and to invite them to a “neighborhood meeting” on May 29, 2014 to address concerns. This meeting was held at Town Hall in suites 206 & 207. Staff provided the neighbors with nine street names from the Council approved street name list to choose a new name, two were eliminated and no new street name was chosen and the proposed Council meeting date of June 18<sup>th</sup> was cancelled. Neighbors requested the Town to do some additional research.**
- Staff met with the Camp Verde Fire District to discuss issues brought up at the May 29, 2014 neighborhood meeting.**

- **Staff requested a formal letter from the Camp Verde Fire District regarding their response to having multiple streets with the same name in their district. A letter was received from Mr. Terry Keller – Fire Chief on June 2, 2014 which is included in the packet.**
- **On June 11, 2014 staff sent out new letters to the twelve (12) property owners notifying them of the new meeting time and date for Council of July 16, 2014.**
- **The final seven (7) street names have been reviewed by Ms. Toni Ketchum of Yavapai County Addressing Coordinator to make sure there were no other street names the same or sounded the same within the County.**

**The street names are as follows:**

**N. Concha Dr., N. Grey Wolf Dr., N. Hide Out Dr., N. Ironbark Dr., N. Remington Dr., N. Whiptail Dr. and N. Zinnia Dr.**

- **Staff recommends N. Remington Dr. In the Council approved street name list this name is described as western.**
- **On July 2, 2014 the intersection of W. Park Verde Rd. and N. River View Dr. were posted with two signs advising the neighbors of the Public Hearing and at each end of N. River View Dr.**
- **On July 2, 2014, a public notice was placed in the Verde Valley News and the Camp Verde Bugle. This notice was also posted at Bashas and Town Hall.**
- **As of the writing of this Staff Report, no letters in protest/or in favor of, were received.**

**Statement of the Problem or Opportunity:**

**It has always been first and foremost, when addressing, to make sure emergency services will be able to respond directly and quickly to an address without confusion. This is our opportunity to assist in providing health, safety and welfare for the citizens currently located on N. River View Dr. in Camp Verde.**

**Fiscal Impact to the Town:**

**The cost of a new street sign is approximately \$30.00 for a sign and \$100.00 in labor to install.**

**Conclusion: It is deemed to be in the best interest of the Town of Camp Verde to change the street name.**

**Recommended Motion:**

**A Motion to approve (or deny) Resolution 2014 921 for a street name change, from N. River View Dr. to N. \_\_\_\_\_ Dr. to avoid confusion with 911 emergency services, mail and other services to the citizens in the neighborhood of Park Verde Estates.**



**RESOLUTION 2014- 921 DRAFT**

**A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF CAMP VERDE, ARIZONA, YAVAPAI COUNTY, RENAMING N. RIVER VIEW DR. IN CAMP VERDE DUE TO CONFUSION WITH TWO OTHER NAMES THE SAME IN YAVAPAI COUNTY AND IN THE CAMP VERDE FIRE DISTRICT.**

**RECITALS:**

- A. The Council has been notified of confusion due to the same street name of "River View" by emergency services and Yavapai County.**
- B. It is deemed to be in the best interest of the Town of Camp Verde to change the name of N. River View Dr. pursuant to the Planning & Zoning Ordinance, Part 7, Section 705 – Street Naming/Renaming Standards, 2.a.b.**
- C. All notification procedures required by Part Seven, Section 707 - Street Name Change Procedures, Item 3 of the Planning & Zoning Ordinance have been accomplished.**

**NOW THEREFORE THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE AS FOLLOWS:**

- 1. That the roadway within the Town of Camp Verde formerly known as N. River View Dr. shall be named N. \_\_\_\_\_ Dr. pursuant to this Resolution.**
- 2. Pursuant to Part 7, Section 707 – Street Name Change Procedures, Item 6 of the Planning & Zoning Ordinance, this change of name for a roadway shall become effective within 60 days after the signing of this Resolution.**

**PASSED AND APPROVED by a majority vote of the Common Council of the Town of Camp Verde, Arizona, Yavapai County this 16<sup>th</sup> day of July, 2014.**

\_\_\_\_\_  
**Mayor Charlie German**

**Attest:** \_\_\_\_\_  
**Deborah Barber, Town Clerk**

**Approved as to form:** \_\_\_\_\_  
**Town Attorney**

## Jenna Owens

---

**From:** Toni Ketchum <Toni.Ketchum@yavapai.us>  
**Sent:** Thursday, April 24, 2014 8:25 AM  
**To:** Jenna Owens  
**Cc:** Brian Hunt; Steven Mauk  
**Subject:** RE: N. Verde River Dr. Camp Verde

Jenna,

There are 3 roads in the Camp Verde area named River View Dr. 1 is in the incorporated jurisdiction and 2 are in the County's jurisdiction. Here is the basic info that I have researched.

N. River View Dr (inc) has 9 houses accessing River View Dr, with 5 addresses receiving mail per Assessor public records. There are a total of 16 properties adjacent to the road with 14 addresses assigned.

S. River View Dr (uninc) has 14 houses accessing River View Dr, with 9 addresses receiving mail per Assessor public records. There are a total of 20 properties adjacent to the road with 18 addresses assigned.

E. River View Dr (uninc) has 6 houses accessing River View Dr, with 0 addresses receiving mail per Assessor public records. There are a total of 17 properties adjacent to the road with 11 addresses assigned.

Property owners are complaining of their mail/packages & services going to the wrong River View Dr. We have spoken with the emergency agencies as well. There seems to be a consensus of issues from their stand point too. They have been dispatched to the wrong River View on more than one occasion. The Camp Verde Fire Department supports the changing of 2 of the street names, leaving only 1 River View in the Camp Verde area. I will forward their email to you.

We typically try to impact the least amount of people possible. So at this point our suggestion is changing the River View Dr in the Camp Verde town limits and the County moves forward with changing the smaller River View Dr to Beasley Flat Rd. The portion of the road beyond the subdivision is already known as Beasley Flat Rd. I feel this will be an easier adjustment for the community.

Please let me know if you have any questions regarding our request for the town to look into changing the name of the River View Dr intersecting Park Verde Rd.

Thanks,

Toni Ketchum

Addressing/911 Coordinator

(928) 771-3214

**It is too late, when told to evacuate! BE FIREWISE - [www.regionalinfo-alert.org](http://www.regionalinfo-alert.org)**

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**From:** Jenna Owens [mailto:Jenna.Owens@campverde.az.gov]

**Sent:** Tuesday, April 22, 2014 11:39 AM

**To:** Toni Ketchum

**Subject:** N. Verde River Dr. Camp Verde

Hello Toni,

# Camp Verde Fire District

26 B Salt Mine Road  
Camp Verde, Arizona 86322

Phone: 928.567.9401  
Fax: 928.567.2444  
[www.campverdefire.org](http://www.campverdefire.org)



June 2, 2014

Mr. Michael Jenkins and Ms. Jenna Owens  
Town of Camp Verde  
Community Development  
473 S. Main St.  
Camp Verde, AZ 86322

It has come to the attention of the Camp Verde Fire District that three streets within the Fire District have the name of River View. In order to ensure that emergency service agencies, including the Fire District, are able to respond to incidents on any of these three streets in a quick and efficient manner, it is imperative that two of the streets be renamed.

While we understand that changing a street name is a great inconvenience for homeowners, it is in the best interest of the residents that there be no duplication of street names within the District. Previous response times to North River View Dr. vary between seven and twenty five minutes; and when it comes to medical or fire emergencies, minutes matter. And while technology has improved dispatching abilities, we still must factor in human error when considering the initial call to 911, the transfer of the call to the proper agency, and then the dispatch message given to the first responders. Also, fire engines or ambulances from other towns are frequently required to provide services to Camp Verde when our crews are already on a call. These crews are not as familiar with the nuances of roads within Camp Verde, and could potentially respond to the wrong location when street names are duplicated.

Thank you for your partnership and assistance in making our community as safe as possible. Your effort and cooperation is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "Terry Keller".

Terry Keller  
Fire Chief  
Camp Verde Fire District

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**From:** Kristi Gagnon [mailto:KGagnon@campverdefire.org]  
**Sent:** Wednesday, April 23, 2014 2:14 PM  
**To:** Toni Ketchum  
**Subject:** River View

Good afternoon Toni,

As I mentioned on the phone, our fire captains have responded stating that they have had issues with being dispatched to the wrong location in regards to the street name of River View. Therefore, we would be in support of having only one street being named River View. Thank you so much for your work on this!

*Kristi Gagnon - CFI*

Fire Marshal  
Camp Verde Fire District  
928-567-9401 ext. 105

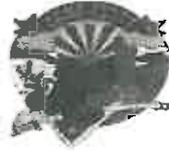
Dedicated to Serving the Community of Camp Verde

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Furthermore, to ensure compliance with the Open Meeting Law, Council or Board / Commission / Committee members who are recipients of this message should not forward it to other members of the Council or Board / Commission / Committee of the Town of Camp Verde. Council Members or Board / Commission / Committee members may reply to a staff member regarding this message, but they should not send a copy of a reply to other Council or Board / Commission / Committee members.

Please consider our environment before printing this email. 



## Planning & Zoning Ordinances And Subdivision Regulations

### PART SEVEN. STREET NAMING AND ADDRESSING STANDARDS/GUIDELINES

#### SECTION 700 - STANDARDS PURPOSE

The Town of Camp Verde establishes this Ordinance in order to provide for: (1) uniform assignment of property numbers; (2) the naming of new streets; and (3) renaming of old streets with conflicting or duplicate names. The purpose of this Ordinance is to provide for efficient and effective emergency services and for the safety and convenience of the residents of the Town of Camp Verde. The Town Council hereby provides for the enforcement of this Ordinance, and prescribes penalties for the violation hereof, as authorized by A.R.S. Section 9-462.05.

These standards provide for the establishment of situs/physical addresses only and are not to be construed to override or take the place of mailing addresses issued by the US Postal Service. Mailing addresses will not conform to the addresses issued by this program until such time as the US Postal Service determines that physical addresses must be used. The addresses issued by this program are specifically for the purpose of assigning a physical address to each structure and as such no addresses will be issued to vacant lots until such time as the property is occupied by a structure(s).

#### 1. Guidelines Purpose

These guidelines provide for a base approach to:

- a. The naming of new streets.
- b. Renaming of older streets with duplicate or conflicting names.
- c. Enforcement of the requirements.
- d. Uniform assignment of address numbers.
- e. The latitude to effect initial necessary changes in a common sense approach considering the input of those people affected by necessary changes.

2. The Street naming and numbering Standards/Guidelines are herein established to accommodate the street naming/addressing needs of the Town and may be amended as needed to accomplish an acceptable end result.

## **SECTION 701 - APPLICABILITY**

1. This Ordinance shall apply to all lands within the incorporated area of Camp Verde.
2. These Standards/Guidelines shall apply to the administration of the Street Naming and Addressing Ordinance No. 91-A61.

## **SECTION 702 - SEVERABILITY**

Should any article, section or regulation of this Ordinance be judicially declared unconstitutional or invalid, such decision shall not affect the validity of the Ordinance as a whole, Or any portion thereof other than the article, section or regulation so declared to be unconstitutional or invalid.

## **SECTION 703 - DEFINITIONS**

For the purpose of this Ordinance, the following terms are defined as follows:

**Address:** A residence, business or location identification including the following elements: Street Name, Number, and Unit Number, if applicable. A directional prefix and suffix designation shall be included in the official address.

**Addressing Official:** The Town Marshal or an authorized representative charged with the administration of these standards/guidelines.

**Baseline:** A north-south or east-west line used as a zero starting point for address numbers in a grid system. That point of origin shall be the Northwest corner of Section 32, Township 14 North, Range 5 East.

**Dedicated Street:** A named or unnamed roadway located on land that is publicly owned and reserved for public access.

**Directional Prefix:** A prefix assigned to a street based on its overall direction and its location within a grid system.

**Driveway:** A private use road, which serves as access to three or less dwellings or businesses which is not generally used for public travel. Driveways are not classified as streets and are not named.

**Frontage:** The direction a building faces, or the point at which a private driveway meets the prominent roadway for the purpose of addressing only.

**Grid System:** Addressing system whereby address numbers are assigned based on distance from a baseline.

**Hundred Block:** An incremental breakdown (one-tenth) of a thousand grid.

**Mailing Address:** The P.O. Box or Rural Route and Box number assigned by the US Postal Service for the purposes of delivering mail. The addresses assigned by this ordinance are not to be considered mailing addresses until determined by the US Postal Service.

**Private Road:** An unnamed roadway not located on publicly owned land, providing access to more than three dwellings or business.

**Street Name:** The official name of a roadway including a prefix and/or suffix designation as approved by the Town Council and/or the addressing official.

**Street Naming and Addressing Standards/Guidelines:** An established set of procedures and guidelines for the administration of this Ordinance. These standard/guidelines are adopted by reference, and may be amended, from time to time, by separate Resolution.

**Suffix Designation:** An optional descriptive qualifier at the end of a street name (Avenue, Street, Road, Place, Circle, etc.).

**Thousand Grids:** Grid numbers in multiples of 1000 located primarily on section lines when possible.

**Unit Number:** A number affixed to a building indicating a separate unit (apartment, suite, etc.) within a building or complex that is assigned a single address. The unit number is part of the official address.

**Ordinance:** The Street and Numbering Ordinance as adopted by the Camp Verde Town Council by Ordinance No. 91-A61.

**Town Council:** The Mayor and Common Council of the Town of Camp Verde, Yavapai County, Arizona.

## **SECTION 704 – GENERAL PROVISIONS**

1. **Authority:** Only the Town Council or the Addressing Official or their authorized representative, may assign, approve, process applications for or change a street name pursuant to the requirements of this Ordinance and the Street Naming and Addressing Standards/Guidelines. The Town Council must ratify all final street name changes.
2. **Enforcement:** Notification and/or delivery of an address by the Addressing Official to the responsible party of the property and the owner of record constitutes notification for proper addressing and as such, starts the thirty (30) day period to allow for installation of an address. If attempts to post an address are unsuccessful after the initial 30 days has passed, the violation may be referred to the Camp Verde

Town Marshal for enforcement. Any person who fails to comply with this Ordinance may be subject to a petty offense for the first offense, and a Class 3 Misdemeanor for a second or subsequent offense as to the same property, each day the property is not in compliance may constitute a separate offense. "Person" includes the property owner, occupant or any persons having control over the use of the property.

3. **Appeals:** Any owner of property whose street name has been changed by a decision of the Addressing Official may appeal to the Town Council within fifteen (15) days of the decision. No decision is final until ratified by the Town Council.
4. **Renamed Streets:** If a street name is changed at the initiation of the Addressing Official or Town Council, the street name sign shall be installed by the Street Superintendent. All costs associated with the manufacture, installation and inspection of the street name sign shall be the responsibility of the Town.
5. **Street Naming for New Roads or Subdivisions:** Procedures for assigning new street names and addresses for roads or subdivisions are subject to the prior approval of the Addressing Official/and or Town Council and shall meet all criteria as established in the Street Naming and Addressing Standards/Guidelines. After approval of the street naming and numbering plan, the street name signs shall be provided by the subdivider or property owner according to the Street Naming and Addressing Standards/Guidelines, and installed by or at the location prescribed by the Town's Street Superintendent.

## **SECTION 705 – STREET NAMING/RENAMING STANDARDS**

1. **Selection of Street Names:** Names should be appropriate, easy to read so that children in particular, can pronounce the name in an emergency situation. Street names are subject to review and prior approval of the Addressing Officer pursuant to the procedures provided in the Street Naming and Addressing Guidelines. New streets must be named from a pool of historical locations, pioneer family names, local brands and native vegetation that is approved and updated by the Town Council and is available at the Community Development Department. OR the applicant has the option of submitting a list of alternate street names along with the Preliminary Plat for possible approval by the Council.
2. **Streets names shall not be duplicated - All new street names must be unique within the Camp Verde Grid, Which includes Fort Lincoln, Lake Verde Club Estates, River Bend, McGuierville, Rimrock and Lake Montezuma. A street name is considered a duplicate if any of the following conditions exist.**
  - a. A street has the same name as another street even if their prefix or suffix designations differ.
  - b. A street name sounds similar to the name of another street despite a difference in spelling.
3. **Length of street names should be limited to spacing consistent with a 42 inch sign, usually 15-17 letters depending upon the suffix.**
4. **Street Configuration and Appropriate Naming:**
  - a. **Streets which change direction, or loop back onto themselves or another street, should be given one directional prefix based on the street's overall orientation in context with surrounding streets. A street should change directional prefix only where it crosses a base line.**

- b. Streets which change direction for a significant distance may change directional prefixes at the point where it crosses a baseline.
  - c. Streets located on the same alignment in the same geographical region should bear the same name and directional prefix though they are not connected.
5. **Street Naming Procedures and Requirements for New Roads or Subdivisions:**  
 After approval of a Preliminary Plat Map and before submittal of a Final Plat, the subdivider shall submit a Street Naming and Addressing Plan to the Addressing Official. In addition, if a property owner proposes to locate or construct a new road (private or public), the property owner shall submit a Street Naming and Numbering Plan to the Addressing Official for review and approval prior to road construction.

## **SECTION 706 – STREET NAME SIGN AND INSTALLATION STANDARDS**

In order to ensure uniform appearance, readability, and proper maintenance, all street name signs for dedicated or private roads shall conform to the standards contained in this section. In addition, the installation of street name signs shall be reviewed for conformance with all requirements contained in this section in order to ensure the safety and longevity of the installation.

1. **Street Name Signs:** All street name signs shall conform to the guidelines established in the Street Naming and Addressing Guidelines, as required by Manual of Uniform Traffic Control Devices. MUTCD, US Department of Transportation.
2. **Street Name Sign Specifications:**
  - a. Length of sign not to exceed 42 inches.
  - b. Sign blade to be 6 inches wide extruded aluminum with a .090 web thickness and a .250 flange thickness.
  - c. Sign letters shall be reflectorized.
  - d. Letters shall be white on green background.
  - e. Four Inches (4) shall be the minimum letter height for names.
  - f. Two inches (2) letter height to be used for suffix designations (and directional prefixes, if used).
  - g. Conventional abbreviations are acceptable EXCEPT for the street name itself (MUTCD)

## **SECTION 707 – STREET NAME CHANGE PROCEDURES**

1. **Method of Initiation:** Street name changes may be effected in one of two ways:
  - a. Initiated by Town Addressing Official or Town Council for the purpose of implementing the Ordinance and these standards/guidelines.

- b. An affected property owner or owners may FILE AN APPLICATION FOR a hearing to change the name of a public or private roadway within the Town by filing a petition with the Town Clerk. Name changes initiated by petition shall be only for the purpose of correcting a name duplication or rewording a difficult or unacceptable name. Name changes may not be initiated for frivolous or personal purposes and if a petition is filed, the Addressing Official may deny such request. If a petition for street name change is filed, the following shall be provided:
      2. **Filing:** A request to initiate hearings to name or change the name of a public or private roadway within the Town may be filed with the Town Clerk by an affected property owner or group of property owners. Such request shall be accompanied by a petition showing consent of at least 51% of the property owners who live on and travel the entire length of the roadway in question, along with all required components of the application provided by the Addressing Official as established in the Street Naming and Numbering Guidelines. A committee may be established to assist in initial street name changes and appointments to this committee must be approved by the Town Council.
        - a. A completed Name Change application as provided by the office of the Addressing Official. This application includes the following MINIMUM information:
          - i. A correct list of names and addresses of all property owners on the street or road suggested for name change including those who signed the petition, to the best of the petitioners knowledge.
          - ii. A letter stating the reasons why the street name change is needed. (i.e., eliminate duplicate name, help improve emergency services to the area, how the request conforms to Section F of the Standard/Guidelines, etc.).
        - b. A map giving the location of the road which is the subject of the petition.
        - c. Old name and proposed new name and alternate.
        - d. Description of the beginning and end of subject road.
3. **Hearing:** Upon receipt of a valid petition for a road name change, the Town Clerk shall set a hearing date before the Addressing Official allowing adequate notice to the affected public. Notice of the hearing shall be by first-class mail or hand delivered to all property owners of record, who own property on the road suggested for a name change. Notice should be given a minimum of ten (10) days prior to the hearing date. Notices of the hearing shall be posted at the beginning and the end of subject roadway and at intersections. The Addressing Official or Town Council may grant the request, deny the request, or hold the matter until a stated time and date for further consideration.
4. **Protests:** Any person may appear in protest/or favor to the requested street name change at the hearing or submit written protests at least 24 hours in advance of the hearing.
5. **Street Name Map:** When road name changes are adopted by the Addressing Official and ratified by the Town Council they will automatically become part of the official (street) road name map. Adoption of this section of the Ordinance will effectuate the official road name map(s). However, such road name change may not be shown immediately on the map until such amendments are made by the Addressing Official on quarterly, bi-annual or annual updates to such map(s) as determined necessary by the Addressing Official.
6. **Effective Date:** A road name change shall become effective within 60 days after the date of approval or upon appropriate signing unless a longer term is designated by the Addressing Official and/or Town Council.

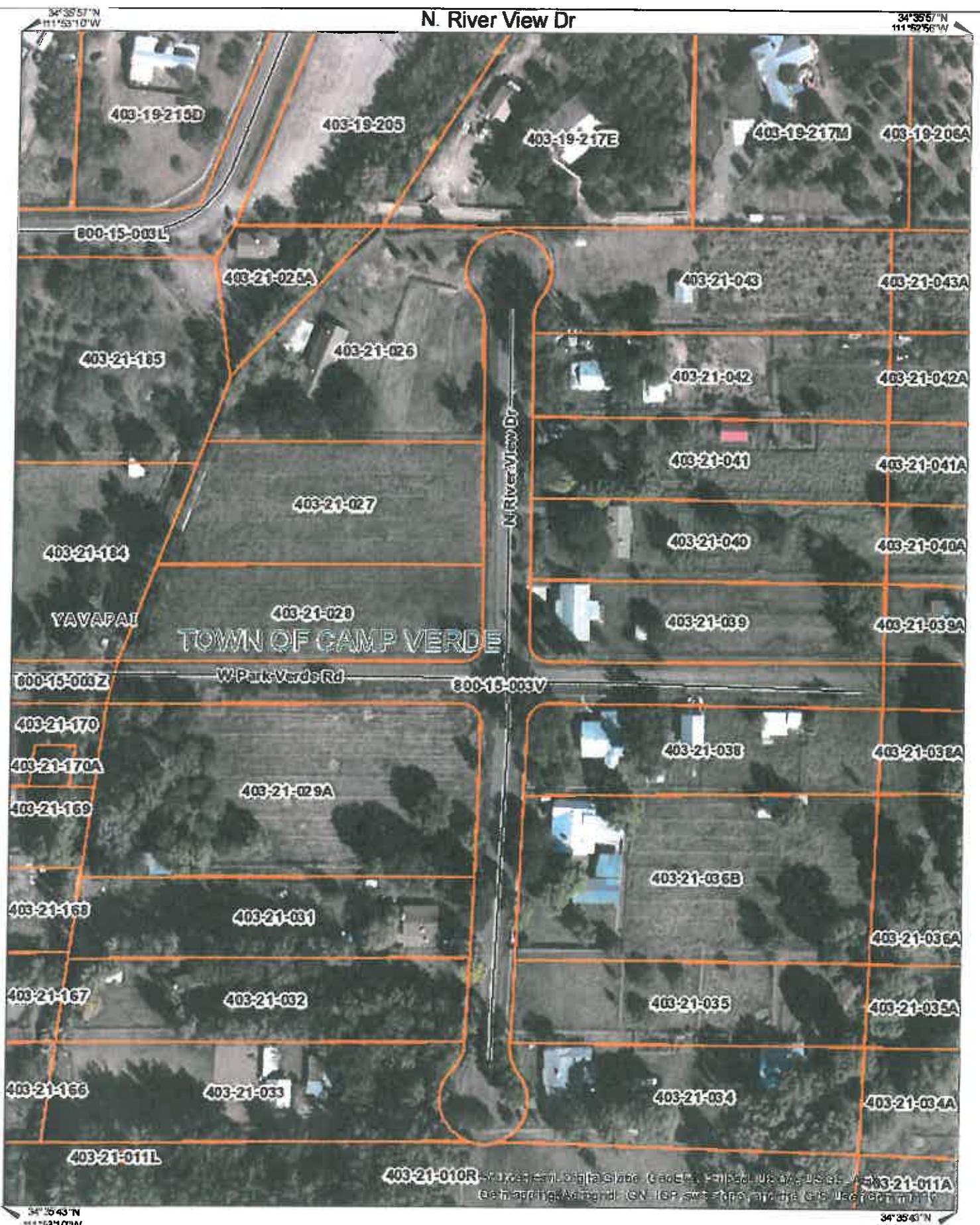
## SECTION 708 – ADDRESSING STANDARDS

1. **Odd/Even Numbering System:** Address numbers shall be assigned with even numbers on the north side of east-west streets and the west side of north-south streets, and with odd numbers on the south side of east-west streets and the east side of north-south streets.
2. **Official Address:** An address shall be complete and official only if it contains all of the following elements, unless listed as optional.
  - a. Number (Value denoting distance from baseline, plus a unit number, if necessary. Fractions or alphabetical letters shall not be included in an address number).
  - b. Directional Prefix (Indicating directions of street and its location within the grid system).
  - c. Street Name (As shown on address map and recognized by the Addressing Official).
  - d. Suffix Designation (Appropriate suffix as shown on the address map recognized by the Addressing Official) such as Avenue, Street, Road, etc.
  - e. Letters used shall be either heat activated 3M~2290 or equivalent, or pressure activated 3M#3290 or equivalent. Normally a type "C" letter should be used. However, a type "B" letter may be used if necessary to fit the name on the sign.
3. **Number Assignment:** Where multiple tenants are located within one building commercial or multiple/duplex residential), a singular address shall be assigned to each building and the individual tenants provided with suite or unit numbers.
4. In the case of mobile home parks, space numbers shall be displayed upon the mobile home park interior roadway side of the space in a consistent manner so as to be easily legible night or day to responding emergency service units. Space numbers shall be 2 1/2 inches in height and reflectorized.
5. **Existing address Numbering systems:** There is no present legal address system.
6. **Display Standards:** The Town may provide address numbers for display on individual buildings and/or properties during the initial addressing exercise. Thereafter the addressing numbers are the responsibility of the property owner or person responsible. The location, type, method and design of such numbers shall be in accordance with the Street Naming and Numbering Guidelines. Upon notification of assignment by the Addressing Official, the address shall be posted within thirty (30) days by the property owner or tenant. The following minimum standards apply:
  - a. Address numbers shall be located so as to be legible from the street on which the address is assigned.
  - b. Where a building is not clearly visible from the street on which it is addressed, its address number shall be posted at the point at which its private driveway meets that street.
  - c. Where unit numbering is necessary, the property owner is responsible for posting unit numbers in a logical and appropriate manner.
  - d. Addresses shall be maintained by the property owner or tenant so as to be clearly readable from the named roadway or street that it is addressed on.
7. **Number Assignment and Notification Procedures:** The determination of official address numbers and street names shall be according to the Addressing and Street Naming Standards/Guidelines contained

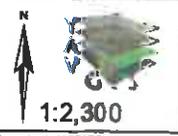
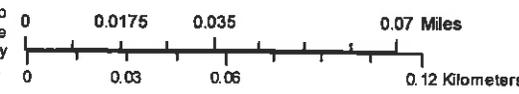
herein. The following guidelines are provided to establish general procedures and are for the purposes of ensuring proper administration and notification to affected property owners/tenants:

- a. Addressing of the Town shall be conducted on a phased time schedule established by the Addressing Official in accordance with staffing and monetary constraints. Such work may be contracted out if deemed necessary and shall be approved by the Town Council.
- b. Upon final determination of a road name and address number for a particular property or area, the Addressing Official, or their duly appointed representative shall contact the property owner by first class mail or in person. Such property owner is according to the owner of record as listed on the assessment roll available in the Planning and Zoning Department, which is updated on an annual basis. Failure to provide notice according to this section does not constitute a violation of these standards/guidelines or result in disqualifying the official address assigned to the property.
- c. If the Town provides address numbers and plaques for installation of official address numbers, the Addressing Official, or their duly appointed representative, may deliver, either by mail or in person, the materials necessary for address number installation. If, at the time of delivery it is deemed prudent to effect immediate installation of the number(s) and plaque, such installation may take place according to the standards /guidelines established herein for location in Section I-6-a&b.
- d. If address numbers and/or plaques are not provided by the Town, such numbers shall be obtained, installed and maintained by the owner/tenant in accordance with the provisions contained in Section I-6.
- e. Upon delivery of the address numbers and/or plaques (if applicable) or notification of the official address (if plaques and/or numbers are not provided), the property owner/tenant shall install the address in the proper location on the building or property. Such address shall be installed within 30 days of the date of address notification or number delivery, whichever applies.
- f. Street renaming procedures: If a street renaming is required, it should occur prior to official assignment of a street address to ease property owner/tenant adjustment to the changes and to avoid confusion. However, the order in which such assignment or change occurs may not be preventable. Street renaming shall be in accordance with the procedures contained in Section F.

# N. River View Dr



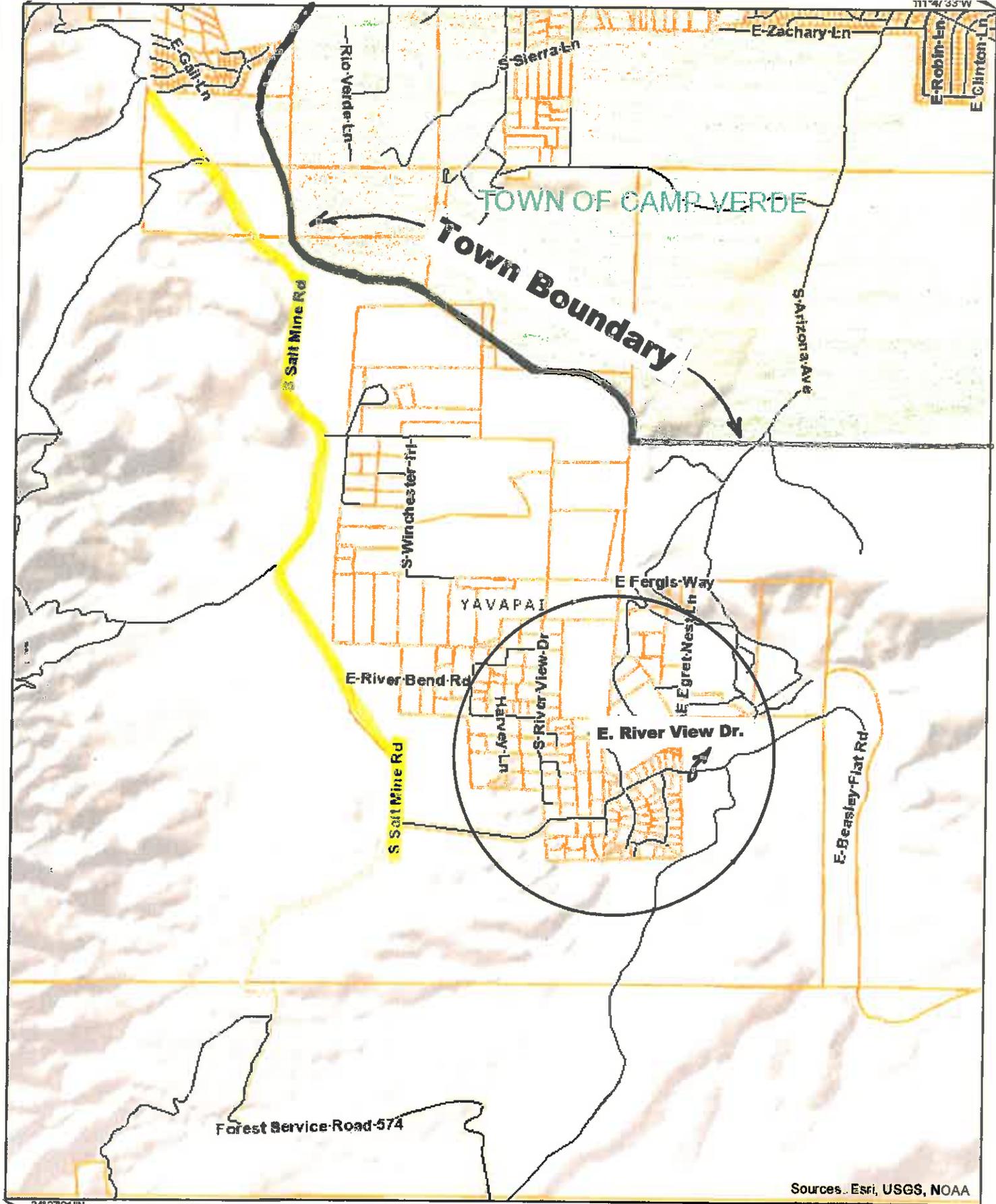
**Disclaimer:**  
Map and parcel information is believed to be accurate but accuracy is not guaranteed. No portion of the information should be considered to be, or used as, a legal document. The information is provided subject to the express condition that the user knowingly waives any and all claims for damages against Yavapai County that may arise from the use of this data.



1:2,300

Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 4/22/2014



TOWN OF CAMP VERDE

Town Boundary

YAVAPAI

E. River View Dr.

Forest Service Road-574

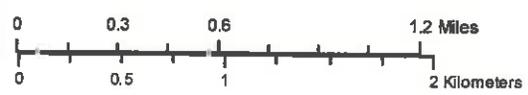
Sources: Esri, USGS, NOAA

34°27'21"N  
111°51'18"W

34°27'21"N  
111°47'33"W



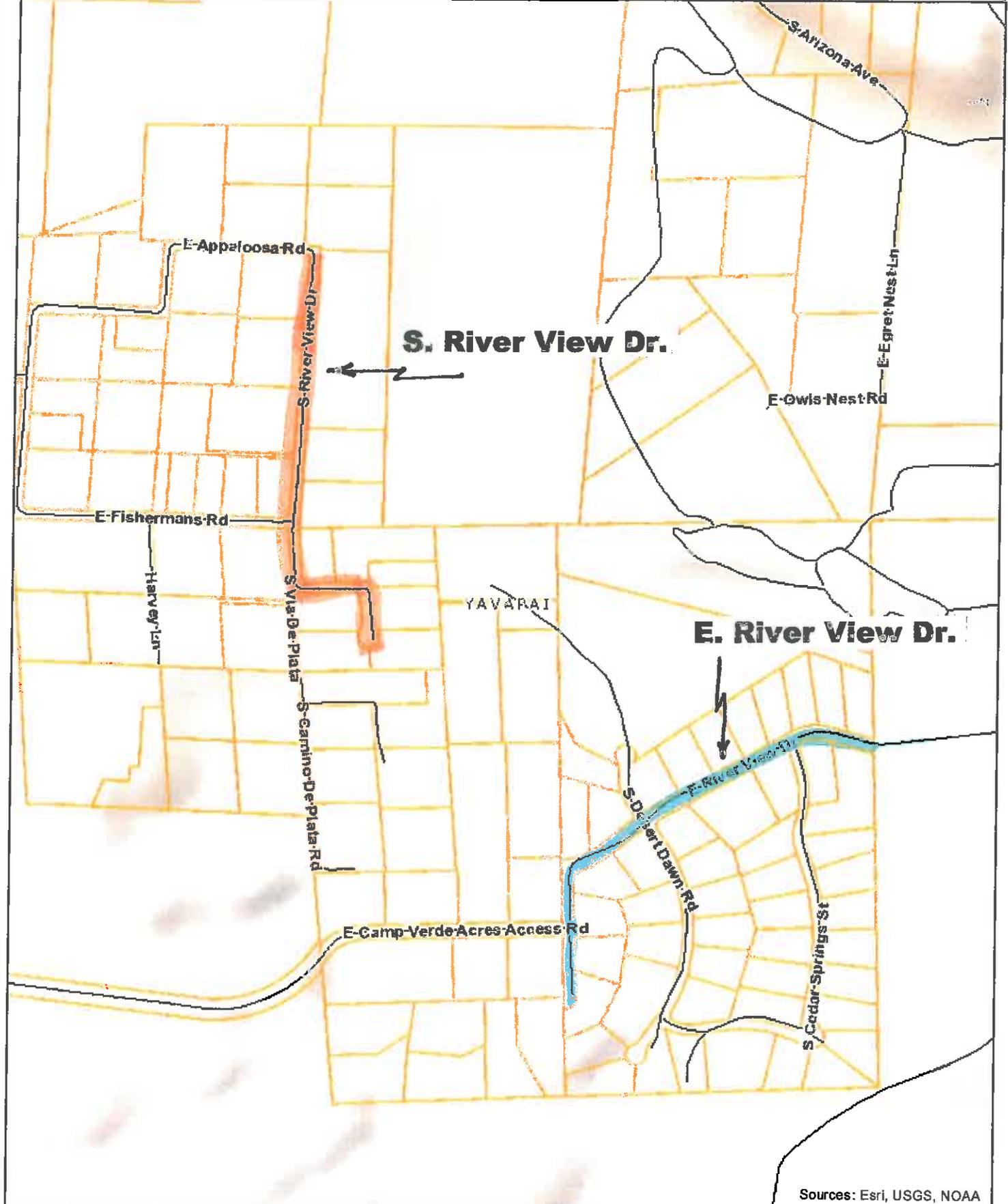
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1:36,000

Yavapai County assumes no responsibility for errors, omissions, and/or inaccuracies in this mapping product.

Map Created 8/18/2014



**S. River View Dr.**

**E. River View Dr.**

YAVAPAI

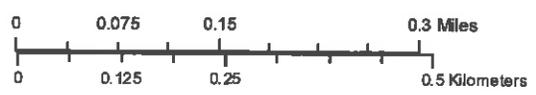
Sources: Esri, USGS, NOAA

34°28'21"N  
111°49'33"W

34°28'21"N  
111°48'37"W



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1:9,000

Copied Council 12 pages

BB 7-7-2014

May 29, 2014

Mr. Mark A. Payne  
1951 N. River View Drive  
Camp Verde, Arizona 86322  
Phone# (928) 567-7121

To: Whom it may concern

This letter is to notify the city of Camp Verde that I protest the change of my street name do to my physical needs that require medical personnel ,USPS,UPS that need to come to my current street name, The conflict, confusion, personnel time (expense) and potential risk that may occur from a new street name is far to great. Remember this is your problem and you bare the burden to provide clear and accurate street information for all of our safety. Perhaps a simple resolution to this matter would be River View North and River View South.

Sincerely



Mr. Mark A. Payne

C.C. Legal counsel

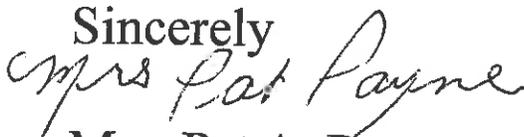
May 29, 2014

Mrs. Pat A. Payne  
1951 N. River View Drive  
Camp Verde, Arizona 86322  
Phone# (928) 567-7121

To: Whom it may concern

This letter is to notify the city of Camp Verde that I protest the change of my street name do to my physical needs that require medical personnel ,USPS,UPS that need to come to my current street name, The conflict, confusion, personnel time (expense) and potential risk that may occur from a new street name is far to great. Remember this is your problem and you bare the burden to provide clear and accurate street information for all of our safety.

Sincerely



Mrs. Pat A. Payne

C.C. Legal counsel

July 4, 2014

To: The Camp Verde Town Council

Re: Changing the street name of N. River View Dr.

Dear Sirs:

The property owners on N. River View Dr. received the attached letter dated May 6, 2014 from The Town stating they had initiated a street name change.

From the content of this letter we assumed this was a done deal and we were to pick a new name at a meeting with The Town scheduled on May 29.

After a couple of phone conversations with The Town we learned we had the right to protest this change and it also had to be approved by The Town Council.

Therefore, the following property owners of N. River View Dr. are submitting this letter of protest to this proposed change.

We believe The Town, Fire Marshall and County's reasons for this change are unwarranted and not in compliance with Planning and Zoning Ordinances.

There are three streets named River View in the Camp Verde area.

N. River View is located within Town limits. It is on the north side of I-17 off of Park Verde Rd. The house numbers range from 1811 to 1962 and there are 11 occupied properties.

S. River View is located in THE COUNTY. It is south of Camp Verde off of Saltmine Rd. The house numbers range from 5653 to 6103 and according to the Yavapai County Assessor's website there are 11 occupied properties.

E. River View is located in THE COUNTY. It is south of Camp Verde on what used to be the old Beasley Flat Rd. The house numbers range from 2252 to 2482 and there are approximately 3 occupied properties.

After reviewing the attached e-mails between Jenna Owens, Toni Ketchum (County), and Kristi Gagnon (Fire District) and after two phone conversations with Toni, it appears that this change was initiated by Toni because she received a complaint from a resident about not receiving mail/pkgs. When asked who this person was, Toni could not recall but she believed it was someone from the middle street, S. River View Dr.

After driving to S. and E. River View Drs. We see where this might be a valid complaint but this is not an emergency situation and should be addressed by the delivery companies. It would also help if The County addressed the issue of "the lack of street signs" in the area and the residents would display their house numbers in a location visible from the street.

Page 2

The Town and Fire Marshall are concerned that a child or a stroke victim would call 911 and not be able to tell the dispatcher if they lived on N. S. or E. River View.

This could happen with a person of any age on any street at any given time.

The Fire Marshall states that emergency services are going to the wrong River View Dr.

We spoke in person to several emergency responders at the Camp Verde fire station and were told that in the past they had been DISPATCHED to the wrong River View by the 911 call center in Sedona. They said they receive a numbered area from the call center and they in turn look in their map books (which they showed us), to find the location.

On May 29<sup>th</sup> nine property owners of N. River View met with Jenna Owens and Mike Jenkins. A representative from the Fire District could not attend the meeting.

On display were several new street names for us to choose from. We were told the proposed change was on the agenda with the Town Council meeting to be held on June 18<sup>th</sup>.

During the meeting we were told that on 3 occasions emergency services had been dispatched to the wrong River View. We asked for additional information and facts from The Town and Fire Marshall. We were told that there were pressing issues that The Town was dealing with and that it might take some time to get back with us. They agreed to push the hearing to a later date and they in the meantime would arrange for a follow up meeting.

That meeting never transpired. Instead we received the attached letter from The Camp Verde Fire District dated June 2<sup>nd</sup> (4 days after our meeting) and the attached letter from The Town dated June 11 stating they were moving forward with the hearing.

First of all, referring to The Planning and Zoning Ordinances, Part Seven. Street Naming and Addressing Standards/Guidelines, Section 700 states this Ordinance is to provide for efficient and effective emergency services for the safety and convenience of the residents of The Town of Camp Verde. Section 701 states this Ordinance shall apply to all lands within the incorporated area of Camp Verde.

It is our understanding that the majority of the residents living south of Town opted not to sign a petition to be included when The Town incorporated in 1986.

The people living on S. and E. River View are not residents of the Town of Camp Verde. They do not have the right to hold office or vote in Town elections or on matters concerning The Town. They are not in The Camp Verde Fire District. They do not pay taxes to The Camp Verde Fire District.

They pay a "minute" yearly fee to the Fire District Assist Fund, as do the residents of N. River View Dr. In addition we pay on the average \$340 annually to The Camp Verde Fire District.

If The Town is going to abide by the clause in the Ordinance that says street names are not to be duplicated or sound similar, they are going to have to change well over one hundred street names within The Town limits. This number can be validated by looking in the street index of a map of Camp Verde.

There is a River View in Cottonwood and one in Clarkdale. Is there the potential for emergency services from other areas to be dispatched to those streets? Are these names going to be changed?

Are the thousands of streets with duplicate or similar names in the other towns within Yavapai County going to be changed?

We asked The Town to provide us with the facts relating to the 3 misdirected emergency calls to 911. Our answer was "previous response times to N. River View vary between seven and twenty five minutes.

**GIVE US THE FACTS!**

Did this happen within a week, a month, a year, a decade?

How many happened because the caller couldn't give their location.

How many were because emergency services from other areas responded to the call?

How many were because the 911 dispatcher got it wrong?

Was it the same dispatcher? Is the call center understaffed?

Is the call center equipped with outdated navigation systems?

Is River View the only street in the Fire District with this problem?

Why doesn't Camp Verde have its own 911 call center?

When a call is made to 911 from a home phone the caller id displays the address. Representatives from Sprint and Verizon wireless state that cell phones are equipped with GPS and if the dispatcher is educated they can access the location of the call even if the caller doesn't know where they are.

The Federal Communications Commission has required that all wireless carriers be able to pinpoint your location for the 911 dispatchers.

Most of the property owners on N. River View Dr. are Senior Citizens living on fixed incomes. Many of us have health issues. This change will cause personal and monetary hardships.

We will have to contact dozens of businesses and agencies, not to mention family and friends with this change. We aren't all computer users and not all who do use the computer feel it's safe to display personal information over the internet.

This means countless hours on the phone and/or correspondence through the mail.

This means a trip to MVD to make changes to driver's licenses and vehicle registrations. You have 10 days to do this.

This means paying for new bank checks and business cards.

This means hiring a law firm to make amendments to deeds, trusts, wills and other legal documents.

This means a trip to the post office to arrange for mail to be forwarded. Inevitably something will be overlooked.

No one from N. River View has complained about not receiving mail/pkgs. Or about the response time of emergency services.

It is unfair for the Citizens of The Town of Camp Verde to have to bear this burden when it all stemmed from a disgruntled person who lives in The County.

If this is truly a safety issue then why wasn't it initially addressed by the Fire District?

Something is missing here. Are we the only ones wondering if there is an underlying issue?

Once again, based on the given reasons and facts, we feel this proposed change is unwarranted and ask you to consider the negative impact this will have on the Citizens of The Town before you make your decision.

Respectfully,

*Barbara McFarlane*  
*[Signature]*  
*Pat & Karen Fuller*  
*Gary Rhoden*  
*Paul Payne JDA*  
*Mark Payne*  
*Nancy Carter*  
*Leis Carter*

*1901 N River View Dr*  
*1951 N River View Dr*  
  
*1861 N River View Dr*  
*1921 N. River View Dr*  
*1951 N River View Dr*  
*1941 N. River View Dr.*  
*1941 N. River View Dr.*

William R. Grant 1900 W. PARK VERDE / RIVERVIEW  
Marjorie H. Grant - 1900 Park Verde Rd + River View  
Peggy D. Murdoch - 1811 N. River View Dr.  
Theresa Rose 1832 N. River View Dr.  
Betty Lou 1962 N. River View Dr.  
Jo Meju 1842 N River View Drive



# TOWN OF CAMP VERDE

◆ 473 S. Main Street ◆ Camp Verde, Arizona 86322 ◆

[www.cvaz.org](http://www.cvaz.org)

[towncouncil@cvaz.org](mailto:towncouncil@cvaz.org)

May 6, 2014



Camp Verde, AZ 86322

The Town of Camp Verde has initiated a street name change for N. River View Dr. Currently there are three (3) River View Dr.'s within the County and Camp Verde. Property owners are complaining that emergency services (911) are going to the wrong River View Dr. and their mail/packages are also going to the wrong addresses necessitating the change.

*Per the Planning & Zoning Ordinance Part 7, Section 705 (a portion of):*

1. *Streets names shall not be duplicated - A street name is considered a duplicate if any of the following conditions exist.*
  - a. *A street has the same name as another street even if their prefix or suffix designations differ.*
  - b. *A street name sounds similar to the name of another street despite a difference in spelling.*

The three streets involved are:

E. River View Dr.

S. River View Dr.

N. River View Dr.

Emergency agencies have been dispatched to the wrong River View Dr. on more than one occasion.

For the health, safety & welfare of our citizens, the Town of Camp Verde must change the street name.

We will be conducting a meeting for the property owners to ask questions and to vote on three possible new street names on:

Date: May 29, 2014

Time: 6:00 pm to 8:00 pm

Where: Suite 106 & 107

Town Hall

473 S. Main St.

Camp Verde, AZ 86322

Should you have any questions please feel free to contact Jenna Owens at (928) 554-0053



Handicap Relay: Voice: 1-800-842-4681 ◆ TDD: 1-800-367-8939



**Jenna Owens**

**From:** Toni Ketchum <Toni.Ketchum@yavapai.us>  
**Sent:** Thursday, April 24, 2014 8:25 AM  
**To:** Jenna Owens  
**Cc:** Brian Hunt; Steven Mauk  
**Subject:** RE: N. Verde River Dr. Camp Verde

Jenna,

There are 3 roads in the Camp Verde area named River View Dr. 1 is in the incorporated jurisdiction and 2 are in the County's jurisdiction. Here is the basic info that I have researched.

- N. River View Dr (inc) has 9 houses accessing River View Dr, with 5 addresses receiving mail per Assessor public 1967 records. There are a total of 16 properties adjacent to the road with 14 addresses assigned.
- S. River View Dr (uninc) has 14 houses accessing River View Dr, with 9 addresses receiving mail per Assessor public 1966 records. There are a total of 20 properties adjacent to the road with 18 addresses assigned.
- E. River View Dr (uninc) has 6 houses accessing River View Dr, with 0 addresses receiving mail per Assessor public 1971 records. There are a total of 17 properties adjacent to the road with 11 addresses assigned.

Property owners are complaining of their mail/packages & services going to the wrong River View Dr. We have spoken with the emergency agencies as well. There seems to be a consensus of issues from their stand point too. They have been dispatched to the wrong River View on more than one occasion. The Camp Verde Fire Department supports the changing of 2 of the street names, leaving only 1 River View in the Camp Verde area. I will forward their email to you.

We typically try to impact the least amount of people possible. So at this point our suggestion is changing the River View Dr in the Camp Verde town limits and the County moves forward with changing the smaller River View Dr to Beasley Flat Rd. The portion of the road beyond the subdivision is already known as Beasley Flat Rd. I feel this will be an easier adjustment for the community.

Please let me know if you have any questions regarding our request for the town to look into changing the name of the River View Dr intersecting Park Verde Rd.

Thanks,  
Toni Ketchum  
Addressing / 911 Coordinator  
(928) 771-3214

It is too late, when told to evacuate! BE FIREWISE - [www.regionalinfo-alert.org](http://www.regionalinfo-alert.org)

**From:** Jenna Owens [mailto:Jenna.Owens@campverde.az.gov]  
**Sent:** Tuesday, April 22, 2014 11:39 AM  
**To:** Toni Ketchum  
**Subject:** N. Verde River Dr. Camp Verde

Hello Toni,

**Jenna Owens**

**From:** Toni Ketchum <Toni.Ketchum@yavapai.us>  
**Sent:** Thursday, April 24, 2014 8:26 AM  
**To:** Jenna Owens  
**Cc:** Brian Hunt; Steven Mauk  
**Subject:** FW: River View

Here is Camp Verde Fire District's support for 2 street name changes.

Thanks,

Toni Ketchum

Addressing / 911 Coordinator

(928) 771-3214

It is too late, when told to evacuate! **BE FIREWISE** - [www.regionalinfo-alert.org](http://www.regionalinfo-alert.org)

**From:** Kristi Gagnon [mailto:KGagnon@campverdefire.org]  
**Sent:** Wednesday, April 23, 2014 2:14 PM  
**To:** Toni Ketchum  
**Subject:** River View

Good afternoon Toni,  
As I mentioned on the phone, our fire captains have responded stating that they have had issues with being dispatched to the wrong location in regards to the street name of River View. Therefore, we would be in support of having only one street being named River View. Thank you so much for your work on this!

*Kristi Gagnon - CFI*

Fire Marshal  
Camp Verde Fire District  
928-567-9401 ext. 105

Dedicated to Serving the Community of Camp Verde

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# Camp Verde Fire District

26 B Salt Mine Road  
Camp Verde, Arizona 86322

Phone: 928.567.9401  
Fax: 928.567.2444  
www.campverdefire.org



June 2, 2014

Mr. Michael Jenkins and Ms. Jenna Owens  
Town of Camp Verde  
Community Development  
473 S. Main St.  
Camp Verde, AZ 86322

It has come to the attention of the Camp Verde Fire District that three streets within the Fire District have the name of River View. In order to ensure that emergency service agencies, including the Fire District, are able to respond to incidents on any of these three streets in a quick and efficient manner, it is imperative that two of the streets be renamed.

While we understand that changing a street name is a great inconvenience for homeowners, it is in the best interest of the residents that there be no duplication of street names within the District. Previous response times to North River View Dr. vary between seven and twenty five minutes; and when it comes to medical or fire emergencies, minutes matter. And while technology has improved dispatching abilities, we still must factor in human error when considering the initial call to 911, the transfer of the call to the proper agency, and then the dispatch message given to the first responders. Also, fire engines or ambulances from other towns are frequently required to provide services to Camp Verde when our crews are already on a call. These crews are not as familiar with the nuances of roads within Camp Verde, and could potentially respond to the wrong location when street names are duplicated.

Thank you for your partnership and assistance in making our community as safe as possible. Your effort and cooperation is greatly appreciated.

Sincerely,

A handwritten signature in black ink that reads "Terry Keller".

Terry Keller  
Fire Chief  
Camp Verde Fire District



# Town of Camp Verde

## Gateway to the Verde Valley

◆ 473 S. Main Street, Suite 102 ◆ Camp Verde, Arizona 86322 ◆

◆ Telephone: 928.554.0000 ◆ Fax: 928.567.9061 ◆

◆ [www.campverde.az.gov](http://www.campverde.az.gov) ◆

June 11, 2014

The Town of Camp Verde held a “neighborhood meeting” on May 29, 2014. Many of you expressed your concerns with changing the name of N. River View Dr. Since this meeting, the Community Development Department requested and received a letter from the Camp Verde Fire District outlining their concerns which is attached. Unfortunately, staff has no further option but to move forward with the Street Name Change Hearing as the potential for safety issues are apparent.

Per Part Seven, Section 705 – Street naming/renaming standards 2.a.b :

1. Street names shall not be duplicated – A street name is considered a duplicate if any of the following conditions exist.
  - a. A street has the same name as another street even if their prefix or suffix designation differ.
  - b. A street name sounds similar to the name of another street despite a difference in spelling.

We will be conducting a Public Hearing with the Town Council on:

Date: July 16, 2014  
 Time: 6:30 pm  
 Where: Town Hall  
 473 S. Main St. Suite 106 (Council Chambers)  
 Camp Verde, AZ 86322

The following street names from the Council approved available street name list will be considered by Council at this meeting.

N. Concha Dr.	N. Ironbark Dr.	N. Zinnia Dr.
N. Grey Wolf Dr.	N. Remington Dr.	
N. Hide Out Dr.	N. Whiptail Dr.	

Per the current Planning & Zoning Ordinance, “Any person may appear in protest/or in favor of the requested street name change at the hearing or submit written protests at least 24 hours in advance of the hearing.”

Please submit written protests or in favor of letters to:

**Town of Camp Verde**  
**Community Development**  
**473 S. Main St. Suite 109**  
**Camp Verde, AZ 86322**

Michael F. Jenkins – Community Development Director



Handicap Relay: 711 or Voice: 1-800-842-4681 TTD: 1-800-367-8939



## Virginia Jones

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**From:** Russ Martin  
**Sent:** Wednesday, July 09, 2014 5:13 PM  
**To:** Debbie Barber; Virginia Jones  
**Subject:** FW: town packet - library  
**Attachments:** Camp Verde Library energy model summary.pdf

Please included in the packet under the library item.

*Russ Martin*

473 South Main Street, Ste. 102  
Camp Verde, AZ 86322  
russ.martin@campverde.az.gov  
[P] 928.554-0001  
[F] 928.567.8291

**From:** Joel Westervelt [mailto:jwverde@hotmail.com]  
**Sent:** Wednesday, July 09, 2014 4:51 PM  
**To:** Deb Ranney; Kathy Hellman; Russ Martin; Joel Westervelt  
**Subject:** RE: town packet - library

Russ,

If you find it necessary to include in the town council packet, I am attaching a copy of the energy modeling report. My thought is that it will help bolster the fact that this is a highly energy efficient building (44% lower energy consumption than a baseline bldg.).\$'s are shown to make it more tangible. And, that removing the proposed VE features still allows it to perform with these figures.... Your choice...~joel

**Joel Westervelt Architect**  
928.567.2255

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**From:** [jwverde@hotmail.com](mailto:jwverde@hotmail.com)  
**To:** [deb.ranney@campverde.az.gov](mailto:deb.ranney@campverde.az.gov); [kathy.hellman@campverde.az.gov](mailto:kathy.hellman@campverde.az.gov); [russ.martin@campverde.az.gov](mailto:russ.martin@campverde.az.gov); [jwverde@hotmail.com](mailto:jwverde@hotmail.com)  
**Subject:** RE: town packet - library  
**Date:** Wed, 9 Jul 2014 16:34:39 -0700

Draft of letter attached for review.... Thx. ~joel

**Joel Westervelt Architect**  
928.567.2255

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From: [jwverde@hotmail.com](mailto:jwverde@hotmail.com)  
To: [deb.ranney@campverde.az.gov](mailto:deb.ranney@campverde.az.gov); [jwverde@hotmail.com](mailto:jwverde@hotmail.com); [kathy.hellman@campverde.az.gov](mailto:kathy.hellman@campverde.az.gov)  
Subject: town packet - library  
Date: Wed, 9 Jul 2014 12:06:21 -0700

Hi Deborah & Kathy,

I'm working on the letter to include in the town packet. It will be similar in content to what was presented our group the other afternoon. Can you help with the 'formal packet' content? I'd like to use my letter as simply an attachment to the council agenda packet. Let me know if you think otherwise. Will send to you & Kathy for review about 4:00. Thx. ~joel  
(out of the office till then)

**Joel Westervelt Architect**  
928.567.2255

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## WCE

WILLIS CONSULTING ENGINEERS INC.  
8650 W Peoria Ave. #1018 Peoria AZ 85340  
Tel: 602.540.1934 E-Mail: [wce@infowest.com](mailto:wce@infowest.com)

### Pre-Liminary Energy Model Summary

**To:** Joel Westervelt Architect  
93 Arnold Street  
Camp Verde, AZ 86322  
[jwverde@hotmail.com](mailto:jwverde@hotmail.com)  
928.567.2255

**From:** Michael W. Willis P.E.  
**Date:** October 22, 2013  
**Project:** New Public Library, Camp Verde-AZ

A computer simulated energy model as defined by LEED has been provided for the proposed New Public Library building, Camp Verde, AZ. The modeling software, "Carrier HAP" is \*USGBC approved and will be used to justify a portion of the LEED credits we are pursuing for this project.

The baseline building is defined by the USGBC and LEED as the minimum energy efficiency measures required for the building type and location. The proposed building is the actual proposed energy efficiency measures for the same building.

#### Proposed building energy efficiency measures:

- High insulation R-value in walls & roof
- High efficiency windows with dual glazing
- Shading devices (covered entry, terrace)
- Solar Power produced by photo-voltaic panels on roof
- Efficient lighting
- Natural Lighting from skylights
- High-efficiency AC Units

# Annual Energy and Emissions Summary

Library Camp verde  
Willis Consulting Engineering Inc.

10/22/2013  
07:50AM

## LEED-NC 2.2 EA Credit 1 Summary Report

Table 1.8.2(b). Energy Cost and Consumption by Energy Type - Performance Rating Method Compliance

Energy Type	Proposed Design		Baseline Design		Percent Savings	
	Energy Use	Cost (\$)	Energy Use	Cost (\$)	Energy Use	Cost
Electric	115,837 kWh	13,488	171,340 kWh	19,695	32.4 %	31.5 %
Natural Gas	887 Therm	345	1,604 Therm	419	44.7 %	17.6 %
<b>Subtotal (Model Outputs)</b>	<b>483,919 kBTU</b>	<b>13,834</b>	<b>745,015 kBTU</b>	<b>20,114</b>	<b>35.0 %</b>	<b>31.2 %</b>
<b>On Site Renewable Energy</b>	<b>Energy Generated</b>	<b>Renewable Energy Cost</b>				
PV 10KW	-20,000KWh	-2,110				
	68242.8kBtu	8862				
<b>Exceptional Calculations</b>	<b>Energy Savings</b>	<b>Cost Savings</b>				
	<b>Proposed Design</b>	<b>Proposed Design</b>	<b>Baseline Design</b>	<b>Baseline Design</b>	<b>Percent Savings</b>	<b>Percent Savings</b>
	<b>Energy Use</b>	<b>Cost (\$)</b>	<b>Energy Use</b>	<b>Cost (\$)</b>	<b>Energy</b>	<b>Cost</b>
<b>Total:</b>	415,677 kBtu	11,724	745,015kBtu	20,114	44.0 %	41.7 %

Note: In Table 1.8.2(b), On-Site Renewable, Exceptional Calculation and amended total results at bottom of table are to be filled in manually if these separate calculations were performed.

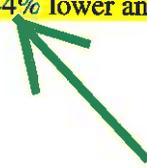
### LEED-NC 2.2 EA Credit 1 Points Reference Table

New Construction % Cost Savings	LEED-NC 2.2 Points Awarded
10.5%	1 pt
14.0%	2 pts
17.5%	3 pts
21.0%	4 pts
24.5%	5 pts
28.0%	6 pts
31.5%	7 pts
35.0%	8 pts
38.5%	9 pts
42.0%	10 pts

In summary, the energy model estimates the energy savings and cost savings due to the energy efficient Green Technologies. Based on this, the energy consumption is estimated to be 44% lower and cost reduced 41.7%.

Estimated Energy Cost per year:

- Baseline Building..... □\$20,114.00
- Proposed Building..... □\$11,724.00
- Savings per year:..... □\$8,390.00
- 10-year savings..... □\$83,900.00
- 15-year savings..... □\$125,850.00



# Annual Energy and Emissions Summary

Library Camp verde  
Willis Consulting Engineering Inc.

10/22/2013  
07:50AM

**The following includes the remainder of the energy model summaries and output data.**

**Table 1. Annual Costs**

Component	*Proposed (\$)	[B000] *Proposed (\$)
Air System Fans	1,345	5,764
Cooling	2,031	2,378
Heating	345	419
Pumps	0	0
Heat Rejection Fans	0	0
<b>HVAC Sub-Total</b>	<b>3,721</b>	<b>8,562</b>
Lights	5,716	7,213
Electric Equipment	1,751	1,728
Misc. Electric	2,646	2,611
Misc. Fuel Use	0	0
<b>Non-HVAC Sub-Total</b>	<b>10,113</b>	<b>11,553</b>
<b>Grand Total</b>	<b>13,834</b>	<b>20,115</b>

**Table 1.5. Energy Type Summary**

Energy Type	Utility Rate Description	Units of Energy	Units of Demand
Electric	.1055 \$/kwh	kWh	kW
Natural Gas	State eia \$9.68/1000cuft	Therm	MBH

**Energy Units:**

1 kBTU = 1,000 BTU  
1 kWh = 3.412 kBTU  
1 Therm = 100.000 kBTU

**Demand Units:**

1 MBH = 1,000 BTU/h  
1 kW = 3.412 MBH

**General Information**

Simulation Program Name and Version ..... Hourly Analysis Program v4.70  
Simulation Weather File Name ..... Prescott, Arizona (TM2)

**Building Designations**

Proposed Building ..... \*Proposed  
Baseline - 0 degrees ..... [B000] \*Proposed  
Baseline - 90 degrees ..... n/a  
Baseline - 180 degrees ..... n/a  
Baseline - 270 degrees ..... n/a

**Floor Areas and Window-to-Wall Ratios**

	Proposed Design	Baseline
Total Conditioned Floor Area (ft²)	16,512	16,512
Total Floor Area (ft²)	16,512	16,512
Window to Wall Ratio	9 %	9 %
Gross Wall Area (ft²)	9,649	9,649
Vertical Window Area (ft²)	871	871

**Advisory Messages**

	Proposed Building	Baseline Building (0 deg rotation)	Difference
Number of hours heating loads not met	1	8	-7
Number of hours cooling loads not met	9	0	+9

**Table 1.5. Energy Type Summary**

Energy Type	Utility Rate Description	Units of Energy	Units of Demand
Electric	.1055 \$/kwh	kWh	kW
Natural Gas	State eia \$9.68/1000cuft	Therm	MBH

**Energy Units:**

1 kBTU = 1,000 BTU  
1 kWh = 3.412 kBTU  
1 Therm = 100.000 kBTU

**Demand Units:**

1 MBH = 1,000 BTU/h  
1 kW = 3.412 MBH

**Table 1.8.1. Baseline Performance - Performance Rating Method Compliance**

End Use	Process	Baseline Design Energy Type	Units of Annual Energy & Peak Demand	Baseline (0 deg rotation)	Baseline (90 deg rotation)	Baseline (180 deg rotation)	Baseline (270 deg rotation)	Baseline Design
Interior Lighting	No	Electric	Energy kWh	62,731	0	0	0	62,731
			Demand kW	19.3	0.0	0.0	0.0	19.3
Space Heating	No	Natural Gas	Energy Therm	1,604	0	0	0	1,604
			Demand MBH	366.5	0.0	0.0	0.0	366.5
Space Cooling	No	Electric	Energy kWh	20,743	0	0	0	20,743
			Demand kW	22.1	0.0	0.0	0.0	22.1
Pumps	No	Electric	Energy kWh	0	0	0	0	0
			Demand kW	0.0	0.0	0.0	0.0	0.0
Heat Rejection	No	Electric	Energy kWh	0	0	0	0	0
			Demand kW	0.0	0.0	0.0	0.0	0.0
Fans - Interior	No	Electric	Energy kWh	50,129	0	0	0	50,129
			Demand kW	9.8	0.0	0.0	0.0	9.8

Receptacle Equipment	Yes	Electric	Energy kWh	15,028	0	0	0	15,028
			Demand kW	4.6	0.0	0.0	0.0	4.6
Elevator	Yes	Electric	Energy kWh	15,271	0	0	0	15,271
			Demand kW	6.9	0.0	0.0	0.0	6.9
Exterior lighting	No	Electric	Energy kWh	5,845	0	0	0	5,845
			Demand kW	1.8	0.0	0.0	0.0	1.8
Kitchen	Yes	Electric	Energy kWh	1,593	0	0	0	1,593
			Demand kW	0.6	0.0	0.0	0.0	0.6
<b>Baseline Energy Totals</b>	Total Annual Energy Use kBTU			745,015	0	0	0	745,015
	Annual Process Energy kBTU							108,813
	Process Energy Modeling Compliance							N

Process Cost accounts for 18% of Baseline Performance. Process cost must equal at least 25% of Baseline Performance or the narrative at the end of this form must document why this building's process costs are less than 25%.

**Table 1.8.1(b). Baseline Energy Costs**

Energy Type	Baseline Cost (0 deg rotation) (\$)	Baseline Cost (90 deg rotation) (\$)	Baseline Cost (180 deg rotation) (\$)	Baseline Cost (270 deg rotation) (\$)	Baseline Building Performance (\$)
Electric	19,695	0	0	0	19,695
Natural Gas	419	0	0	0	419
<b>Total Baseline Costs</b>	<b>20,114</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,114</b>

**Table 1.8.2. Performance Rating Table - Performance Rating Method Compliance**

End Use	Process	Proposed Design Energy Type	Proposed Design Units	Proposed Building Results	Baseline Building Units	Baseline Building Results	Percent Savings
Interior Lighting	No	Electric	Energy kWh	49,050	Energy kWh	62,731	22 %
			Demand kW	15.1	Demand kW	19.3	22 %
Space Heating	No	Natural Gas	Energy Therm	887	Energy Therm	1,604	45 %
			Demand MBH	223.5	Demand MBH	366.5	39 %
Space Cooling	No	Electric	Energy kWh	17,509	Energy kWh	20,743	16 %
			Demand kW	18.1	Demand kW	22.1	18 %
Pumps	No	Electric	Energy kWh	0	Energy kWh	0	n/a
			Demand kW	0.0	Demand kW	0.0	n/a
Heat Rejection	No	Electric	Energy kWh	0	Energy kWh	0	n/a
			Demand kW	0.0	Demand kW	0.0	n/a
Fans - Interior	No	Electric	Energy kWh	11,541	Energy kWh	50,129	77 %
			Demand kW	2.3	Demand kW	9.8	77 %

**The following includes program building model input data windows, walls, etc.**

**Baseline Built-up Roof+R-15 Board (U-0.063)**

**Roof Details**

Outside Surface Color ..... Other  
Absorptivity ..... 0.700  
Overall U-Value ..... 0.063 BTU/(hr-ft<sup>2</sup>-°F)

**Roof Layers Details (Inside to Outside)**

Layers	Thickness in	Density lb/ft <sup>3</sup>	Specific Ht. BTU / (lb - °F)	R-Value (hr-ft <sup>2</sup> -°F)/BTU	Weight lb/ft <sup>2</sup>
Inside surface resistance	0.000	0.0	0.00	0.61000	0.0
22 gage steel deck	0.034	489.0	0.12	0.00011	1.4
R-15 board insulation	2.160	2.0	0.22	15.00000	0.4
Outside surface resistance	0.000	0.0	0.00	0.17000	0.0
<b>Totals</b>	<b>2.194</b>	-		<b>15.78011</b>	<b>1.7</b>

**Roof 1**

**Roof Details**

Outside Surface Color ..... Light  
Absorptivity ..... 0.450  
Overall U-Value ..... 0.017 BTU/(hr-ft<sup>2</sup>-°F)

**Roof Layers Details (Inside to Outside)**

Layers	Thickness in	Density lb/ft <sup>3</sup>	Specific Ht. BTU / (lb - °F)	R-Value (hr-ft <sup>2</sup> -°F)/BTU	Weight lb/ft <sup>2</sup>
Inside surface resistance	0.000	0.0	0.00	0.68500	0.0
5/8-in gypsum board	0.625	50.0	0.26	0.56004	2.6
R-19 batt insulation	18.000	0.5	0.20	57.69231	0.8
22 gage steel deck	0.034	489.0	0.12	0.00011	1.4
Outside surface resistance	0.000	0.0	0.00	0.33300	0.0
<b>Totals</b>	<b>18.659</b>	-		<b>59.27045</b>	<b>4.7</b>

**Baseline - Steel Framed - R-13 Batt (U=0.124)(1)**

**Wall Details**

Outside Surface Color ..... Medium  
Absorptivity ..... 0.675  
Overall U-Value ..... 0.124 BTU/(hr-ft<sup>2</sup>-°F)

**Wall Layers Details (Inside to Outside)**

Layers	Thickness in	Density lb/ft <sup>3</sup>	Specific Ht. BTU / (lb - °F)	R-Value (hr-ft <sup>2</sup> -°F)/BTU	Weight lb/ft <sup>2</sup>
Inside surface resistance	0.000	0.0	0.00	0.68500	0.0
5/8-in gypsum board	0.625	50.0	0.26	0.56004	2.6
R-13 batt insulation	1.880	0.5	0.20	6.00491	0.1
5/8-in gypsum board	0.625	50.0	0.26	0.56004	2.6
3/4-in stucco	0.400	116.0	0.20	0.07994	3.9
Outside surface resistance	0.000	0.0	0.00	0.17000	0.0
<b>Totals</b>	<b>3.530</b>	-		<b>8.05992</b>	<b>9.2</b>

**Wall 1 18" THICK**

**Wall Details**

Outside Surface Color ..... Light  
Absorptivity ..... 0.450  
Overall U-Value ..... 0.017 BTU/(hr-ft<sup>2</sup>-°F)

**Wall Layers Details (Inside to Outside)**

Layers	Thickness in	Density lb/ft <sup>3</sup>	Specific Ht. BTU / (lb - °F)	R-Value (hr-ft <sup>2</sup> -°F)/BTU	Weight lb/ft <sup>2</sup>
Inside surface resistance	0.000	0.0	0.00	0.68500	0.0
5/8-in gypsum board	0.625	50.0	0.26	0.56004	2.6
R-38 batt insulation	18.000	0.5	0.20	57.69231	0.8
22 gage steel deck	0.034	489.0	0.12	0.00011	1.4
Outside surface resistance	0.000	0.0	0.00	0.33300	0.0
<b>Totals</b>	<b>18.659</b>	<b>-</b>		<b>59.27045</b>	<b>4.7</b>

**Wall 2 48" THICK**

**Wall Details**

Outside Surface Color ..... Light  
Absorptivity ..... 0.450  
Overall U-Value ..... 0.010 BTU/(hr-ft<sup>2</sup>-°F)

**Wall Layers Details (Inside to Outside)**

Layers	Thickness in	Density lb/ft <sup>3</sup>	Specific Ht. BTU / (lb - °F)	R-Value (hr-ft <sup>2</sup> -°F)/BTU	Weight lb/ft <sup>2</sup>
Inside surface resistance	0.000	0.0	0.00	0.68500	0.0
8-in HW concrete block	8.000	61.0	0.20	1.11111	40.7
R-38 batt insulation	31.000	0.5	0.20	99.35897	1.3
8-in HW concrete block	8.000	61.0	0.20	1.11111	40.7
Outside surface resistance	0.000	0.0	0.00	0.33300	0.0
<b>Totals</b>	<b>47.000</b>	<b>-</b>		<b>102.59920</b>	<b>82.6</b>

**Skylight 1 8x8 U=.35 C=.24**

**Window Details:**

Detailed Input ..... No  
Height ..... 8.00 ft  
Width ..... 8.00 ft  
Overall U-Value ..... 0.350 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.240

**W1 Prop-SHGC=.32,U=0.35**

**Window Details:**

Detailed Input ..... No  
Height ..... 4.00 ft  
Width ..... 4.00 ft  
Overall U-Value ..... 0.350 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.320

**W1(0-40%)All-SHGC=.39,SC=0.448**

**Window Details:**

Detailed Input ..... No  
Height ..... 4.00 ft  
Width ..... 4.00 ft  
Overall U-Value ..... 0.570 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.448

**W2 Prop -SHGC=.39,SC=0.32 U=.3**

**Window Details:**

Detailed Input ..... No  
Height ..... 7.00 ft  
Width ..... 3.00 ft  
Overall U-Value ..... 0.350 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.320

**W2(0-40%)All-SHGC=.39,SC=0.(1)**

**Window Details:**

Detailed Input ..... No  
Height ..... 7.00 ft  
Width ..... 3.00 ft  
Overall U-Value ..... 0.570 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.448

**W3 PropSHGC=.32,SC=0.(3),U=.35**

**Window Details:**

Detailed Input ..... No  
Height ..... 7.00 ft  
Width ..... 4.00 ft  
Overall U-Value ..... 0.350 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.320

**W3(0-40%)All-SHGC=.39,SC=0.(2)**

**Window Details:**

Detailed Input ..... No  
Height ..... 7.00 ft  
Width ..... 4.00 ft  
Overall U-Value ..... 0.570 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.448

**W4(0-40%)All-SHGC=.39,SC=0.(3)**

**Window Details:**

Detailed Input ..... No  
Height ..... 6.00 ft  
Width ..... 6.00 ft  
Overall U-Value ..... 0.570 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.448

**W4PropSHGC=.39,SC=0..32U=.35**

**Window Details:**

Detailed Input ..... No  
Height ..... 6.00 ft  
Width ..... 6.00 ft  
Overall U-Value ..... 0.570 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.448

**W5(0-40%)All-SHGC=.39,SC=0.(4)**

**Window Details:**

Detailed Input ..... No  
Height ..... 6.00 ft  
Width ..... 4.00 ft  
Overall U-Value ..... 0.570 BTU/(hr-ft<sup>2</sup>-°F)  
Overall Shade Coefficient ..... 0.448

**W5PropSHGC=.39,SC=.32U=.35**

**Window Details:**

Detailed Input ..... **No**  
 Height ..... **6.00** ft  
 Width ..... **4.00** ft  
 Overall U-Value ..... **0.350** BTU/(hr-ft<sup>2</sup>-°F)  
 Overall Shade Coefficient ..... **0.320**

**The following includes program building space input data.**

**\*S-2 OFFICE(1)**

**1. General Details:**

Floor Area ..... **750.0** ft<sup>2</sup>  
 Avg. Ceiling Height ..... **11.0** ft  
 Building Weight ..... **90.0** lb/ft<sup>2</sup>

**1.1. OA Ventilation Requirements:**

Space Usage ..... **OFFICE: Office space**  
 OA Requirement 1 ..... **5.0** CFM/person  
 OA Requirement 2 ..... **0.06** CFM/ft<sup>2</sup>  
 Space Usage Defaults . **ASHRAE Standard 62.1-2004**

**2. Internals:**

**2.1. Overhead Lighting:**

Fixture Type ..... **Recessed (Unvented)**  
 Wattage ..... **1.56** W/ft<sup>2</sup>  
 Ballast Multiplier ..... **1.00**  
 Schedule ..... **90.1 Office Lights/Elec**

**2.4. People:**

Occupancy ..... **200.00** ft<sup>2</sup>/person  
 Activity Level ..... **Office Work**  
 Sensible ..... **245.0** BTU/hr/person  
 Latent ..... **205.0** BTU/hr/person  
 Schedule ..... **90.1 Office Lights/Elec**

**2.2. Task Lighting:**

Wattage ..... **0.00** W/ft<sup>2</sup>  
 Schedule ..... **90.1 Office Lights/Elec**

**2.5. Miscellaneous Loads:**

Sensible ..... **0** BTU/hr  
 Schedule ..... **None**  
 Latent ..... **0** BTU/hr  
 Schedule ..... **No**

**2.3. Electrical Equipment:**

Wattage ..... **0.75** W/ft<sup>2</sup>  
 Schedule ..... **90.1 Office Lights/Elec**

**3. Walls, Windows, Doors:**

Exp.	Wall Gross Area (ft <sup>2</sup> )	Window 1 Qty.	Window 2 Qty.	Door 1 Qty.
SE	612.0	2	0	0

**3.1. Construction Types for Exposure SE**

Wall Type ..... **Wall 1 18" THICK**  
 1st Window Type ..... **W1 Prop-SHGC=.32,U=0.35**

**4. Roofs, Skylights:**

**(No Roof or Skylight data).**

**5. Infiltration:**

Design Cooling ..... **0.00** CFM  
 Design Heating ..... **0.00** CFM  
 Energy Analysis ..... **0.00** CFM  
 Infiltration occurs only when the fan is off.

**6. Floors:**

Type ..... **Slab Floor On Grade**  
 Floor Area ..... **750.0** ft<sup>2</sup>  
 Total Floor U-Value ..... **0.100** BTU/(hr-ft<sup>2</sup>-°F)  
 Exposed Perimeter ..... **51.0** ft  
 Edge Insulation R-Value ..... **7.50** (hr-ft<sup>2</sup>-°F)/BTU

**7. Partitions:**

**(No partition data).**

Library Camp verde  
Willis Consulting Engineering Inc.

10/22/20  
01:29f

Footnotes:

\***USGBC.** United States Green Building Council

\*\***LEED.** Leadership in Energy and Environmental Design. The building certification program run by USGBC. LEED has rating systems for new and existing buildings, and is designed to provide information for professionals in the building trade improve their performance in energy efficiency, indoor environmental quality, materials selection, sustainable site development and water savings. LEED-NC 2.2 EA Credit 1 Summary Report.

# JOEL WESTERVELT ARCHITECT

9 July 2014

**Kathy D Hellman, MLIS**

Library Director | Camp Verde Community Library

Kathy.Hellman@campverde.az.gov

P: 928.567-3414 | C: 928.713-4764

**RE: Camp Verde Community Library.**  
130 Black Bridge Road  
Camp Verde, Arizona

**Kathy:**

As requested, I submit the following **cost-cutting strategy** for the Library project. It is my opinion that these suggestions will maintain the function & design aesthetics of the building. The quality has not been compromised. Nor has the high performance & low-maintenance features. A detailed cost estimate for these savings has not been performed. However, based on vendor unit pricing and contractor feedback, a cost reduction of \$400,000 to \$700,000 is anticipated.

1. **Omit** LEED Certification and administration requirements, including LEED products, LEED templates & calculations.
  - a. Construction activity Pollution prevention (*enhanced req'ments*).
  - b. Water efficient Landscaping calculations- (*not required*)
  - c. Fundamental Commissioning of Building Energy Systems (*only basic*)
  - d. Waste Disposal recycling req'ments N/A. Includes Construction Waste and Building Demolition/ Disposal.
  - e. Recycled content. - (*not required*)
  - f. Regional materials. - (*not required*)
  - g. Rapidly renewable materials. - (*not required*)
  - h. Certified Wood- (*not required*)
  - i. Indoor air quality monitoring during construction. - (*not required*)
  - j. Indoor air quality testing after construction. - (*not required*)
  - k. Low-Emitting Materials—Adhesives and Sealants- (*N/A, only basic req'ment*)
  - l. Low-Emitting Materials—Paints and Coatings- (*N/A, only basic req'ment*)
  - m. Low-Emitting Materials—Flooring Systems- (*N/A, only basic req'ment*)
  - n. Low-Emitting Materials—Composite Wood and Agrifiber Products- (*not required*)
  - o. Indoor Chemical and Pollutant Source Control- (*not required*)
2. Permanently installed Entry Mats depressed into slab- **removed from bid**
3. Slurry at footings – Use of compacted pavement millings from Town Yard for foundation support in lieu of slurry mix.
4. **Omit** Concrete Benches at Entry Terrace

# JOEL WESTERVELT ARCHITECT

5. Additional manufacturers of products in specifications added to promote competitive bidding in the following divisions:

- Deck Coating
- Waterproofing
- Termite Control
- Concrete Topping
- Spray Foam insulation
- Skylight
- Tile
- Suspended acoustic ceiling
- Carpet Tile
- Restroom partitions
- Metal Wall & Roof Panel – reviewing more economical size & finish for panels.
- Metal accent Panel

6. Use 5" thick slab at sidewalks & Entry/Rear Terraces (currently called out at 6" thick). HC parking will remain 6" thick.
7. **Replace** salvaged/reclaimed timbers with conventional wood timbers at Entry/Rear Terraces.
8. **Replace** cast-in-place concrete sill with stone sill. (less labor with similar effect).
9. **Omit** solar parking stall reflectors from the bid. (can be added later)
10. Gutter detail revision. (*being reviewed for cost/benefit*)
11. Interior Railing detail revision. (*being reviewed for cost/benefit*)
12. Look at alternative detailing of bollards at Entry Terrace. (*being reviewed for cost/benefit*)
13. **Consideration** of revised interior floor finish spec. (currently using stain finish over Ardex topping).

The following features will be incorporated into the project, but bid separately

1. Solar Panels & equipment **removed from bid**
2. Appliances **removed from bid**

Additionally, the design team is continuing to evaluate each component of the engineering, specifications & detailing to *ascertain further cost-benefit savings*. Let me know if you require any more information.



# JOEL WESTERVELT ARCHITECT

9 July 2014

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Library Director | Camp Verde Community Library

Kathy.Hellman@campverde.az.gov

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# JOEL WESTERVELT ARCHITECT

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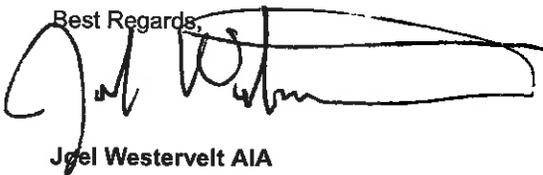
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2. Appliances **removed from bid**

Additionally, the design team is continuing to evaluate each component of the engineering, specifications & detailing to *ascertain further cost-benefit savings*. Let me know if you require any more information.

Best Regards,



Joel Westervelt AIA

12.

## Debbie Barber

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**From:** Charles German  
**Sent:** Thursday, July 03, 2014 8:17 AM  
**To:** Debbie Barber  
**Subject:** Fwd: Proposal from Harrington and Filardo

Hi Debbie,  
Please note my response and agenda item for 7/18.  
Just keepin ya in da loop!!

Charlie

Sent from Samsung tablet

----- Original message -----

From Charles German <Charles.German@campverde.az.gov>  
Date: 07/03/2014 8:13 AM (GMT-07:00)  
To Rob Adams <RAdams@sedonaaz.gov>, Albert.Filardo@asu.edu, heraldh@bent-river.com, l.m.currier@centurylink.net, doug.vongausig@clarkdale.az.gov, Chip.Davis@co.yavapai.az.us, Thomas.Thurman@co.yavapai.az.us, mayor@dianejoens.com, albert.filardo@yc.edu  
Cc Tim.Carter@yavapai.us  
Subject Re: Proposal from Harrington and Filardo

Hi all,  
I have forwarded this to our council for their consideration. I plan on bringing before council on 7/18.  
Respectfully,  
Charlie German

Sent from Samsung tablet

----- Original message -----

From Rob Adams <RAdams@sedonaaz.gov>  
Date: 07/02/2014 5:09 PM (GMT-07:00)  
To Albert.Filardo@asu.edu, heraldh@bent-river.com, Charles German <Charles.German@campverde.az.gov>, l.m.currier@centurylink.net, doug.vongausig@clarkdale.az.gov, Chip.Davis@co.yavapai.az.us, Thomas.Thurman@co.yavapai.az.us, mayor@dianejoens.com, albert.filardo@yc.edu  
Cc Tim.Carter@yavapai.us

Subject Re: Proposal from Harrington and Filardo

Hi all,

I think this is a great step in the right direction. I have sent the framework to my Council for their input. I will be responding by early next week. A couple of questions have come to mind.

Rob

>>> Albert Filardo 07/01/14 11:57 AM >>>

All,

Over the past couple of weeks, Herald and I have been working on a framework to be used by the Verde Valley Advisory Committee (VVAC) once it is formed; see attached VVAC Framework. We believe this framework has a good chance of being accepted by the Yavapai College District Governing Board (YC DGC), but of course, we cannot guarantee that outcome. In addition, we are willing to promote this framework to the YC DGB if there is clearly-stated and unanimous support for it. Please let us know whether or not you will support this approach.

The second hurdle with which we have been struggling is how to set up a selection process that is both credible and one that will result in a group of people eager to help the college serve the educational needs of the Verde Valley. The second attachment labeled "VVAC Selection Process" is a breakdown of the steps we recommend to finalize the appointment of members to the VVAC.

Herald and I believe Superintendent Tim Carter of the Yavapai County Educational Service Area is a credible choice to perform the selection process; Tim has a system he uses to appoint members to many school boards around the county. Please note, Tim has agreed to perform the selection process if and only if all of the municipalities, and the county supervisors support the selection process in writing. If we cannot provide these statements of support, Tim is not interested in getting involved.

On or before July 31, please read the attached VVAC Selection Process and Framework and provide your thoughts to us. Further, by that same deadline indicate via email whether or not you support this process.

Let us be clear. This is the only approach we are offering to take to our Board. If we cannot even reach an agreement on the selection process and the framework, we fear the VVAC will not succeed.

Sincerely,

Herald Harrington, District 2 representative, Yavapai College District Governing Board

Albert Filardo, District 3 representative, Yavapai College District Governing Board

Sign Up for Emergency Alerts at [www.SedonaAZ.gov](http://www.SedonaAZ.gov)

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Please consider our environment before printing this email. P

# VERDE VALLEY ADVISORY COMMITTEE (VVAC)

As of 07/03/2014

WVAC Selection Process v2.xlsx  
WVAC Formation

TASK NO.	DESCRIPTION	2014											
		JUL	AUG	SEP	OCT	NOV	DEC						
1	<p>Each municipality and the Supervisors for Yavapai County Districts 2 and 3 nominate two candidates each creating a pool of nominated candidates for the selection process. <b>Nomination to the pool does not guarantee selection.</b></p> <p><b>In addition, interested District 2 or 3 residents in the Verde Valley may self-nominate. The College will advertise that option in local papers. Those self-nominations shall be received by Superintendent Tim Carter on or before 3 PM on September 30, 2014. Paperwork received after the deadline will not be considered.</b></p>		↑										
2	<p>Each nominated candidate submits a letter of interest and qualifications to Tim Carter, Yavapai County Superintendent of Schools on or before 3 PM on September 30, 2014. Paperwork received after the deadline will not be considered.</p> <p>Superintendent Carter will select the <b>best 7</b> candidates from the total applicant pool <b>based on qualifications</b>. There will not necessarily be one representative from each community. For example, there may be two candidates from Sedona, two from Camp Verde, one from Clarkdale, one from Cottonwood and one from Jerome.</p>				↑								
3	<p>Yavapai College District Governing Board Members Filardo and Harrington present the framework to the Yavapai College District Governing Board for review and approval.</p>		△										
4	<p>Superintendent Carter interviews candidates.</p>								↑				

# VERDE VALLEY ADVISORY COMMITTEE (VVAC)

As of 07/03/2014

VVAC Selection Process v2.xlsx

VVAC Formation

5	<p>Selection of 7 Verde Valley Advisory Committee members is announced by Superintendent Carter via press release.</p> <p>The Community Outreach Coordinator for Yavapai College will be a member of the VVAC. (NOTE: In the case of a tie vote, VVAC actions will be presented by the VVAC Chair to the Yavapai College District Governing Board for a decision.)</p> <p>VVAC first meeting is held and a Chair is selected.</p>					
6				Δ		Δ

# Verde Valley Advisory Committee

Albert M. Flardo  
Herald Harrington  
As of June 27, 2014

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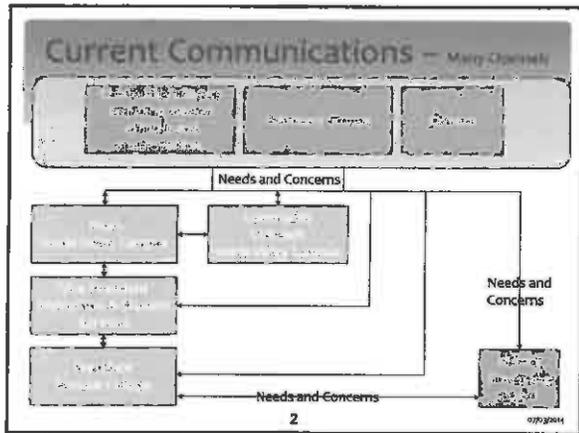
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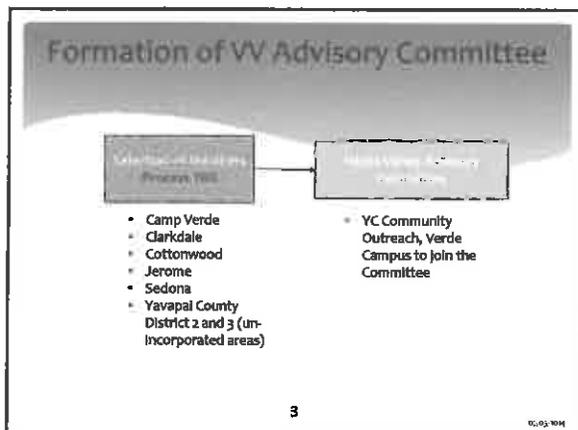
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### VV Advisory Committee - Vision

**VISION** The Verde Valley's voice for collaborative efforts in bridging students and the community. A District Governing Board to promote quality education and quality higher education.

We ensure the citizens of the Verde Valley have a forum by which their voices are heard regarding their educational needs and concerns. Addressing the array of needs across diverse populations in the Verde Valley is important. We partner with the Yavapai College District Governing Board to determine the most effective and efficient ways for our citizens to access quality education. Furthermore, we collaborate with the District Governing Board to help them create plans that serve the current and future needs of all citizens, enriching their lives at every age.

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### VV Advisory Committee - Mission

**MISSION** We ensure the citizens of the Verde Valley have a forum by which their voices are heard regarding their educational needs and concerns. Addressing the array of needs across diverse populations in the Verde Valley is important. We partner with the Yavapai College District Governing Board to determine the most effective and efficient ways for our citizens to access quality education. Furthermore, we collaborate with the District Governing Board to help them create plans that serve the current and future needs of all citizens, enriching their lives at every age.

We are an unbiased, community communications vehicle by which citizens in the Verde Valley may provide data-driven advice to the Yavapai College District Governing Board. Based on accurate and reliable data and input from citizens, we perform careful analysis as the basis for advice we present. We seek input from the array of communities in the Verde Valley: young and old, public and private, businesses and non-profits. We are citizen leaders that speak with one voice to prioritize the educational needs of the Verde Valley.

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### VV Advisory Committee - Goals

1. Establish bylaws
2. Select officers
3. Inform the communities of the purpose of the Committee
4. Determine issues to resolve and priorities
5. Create meeting schedule

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## VV Advisory Committee – Guiding Principles

1. Integrity
2. Teamwork
3. Accountability
4. Leadership
5. Service
6. Stewardship

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07/03/14

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## Integrity

**We never compromise our integrity. Having integrity means more than simply the absence of deception. We tell the truth, honor our commitments, adhere to ethical standards, treat others with respect and act responsibly. We do the right thing because it is the right thing to do.**

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07/03/14

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## Teamwork

**We practice teamwork through such actions as assisting each other, providing each other feedback, exchanging information, and executing our tasks in a timely and integrated manner. We recognize that we make better decisions and produce better results together than working alone. Consensus and coherence are key to our approach. We speak with one voice once the group makes a decision.**

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07/03/14

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# Accountability

**We honor our commitments and take responsibility for our actions.**

10 © 2012/2014

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# Leadership

**As citizen leaders we lead by example. We foster an environment that empowers and motivates others to successfully accomplish their objectives. We mentor and develop each other and our peers.**

11 © 2012/2014

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# Service

**We commit ourselves not only to meeting expectations, but to exceeding them. We recognize that our citizens are the most important judges of the quality of the processes, advice, and analysis we provide. We are faithful servants.**

12 © 2012/2014

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# Stewardship

We strive to make the best use of resources within our control and to support others in doing the same. We recognize that we are caretakers of these resources.

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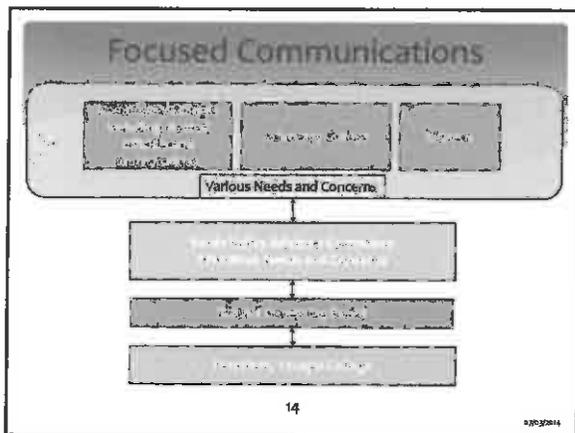
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